

Assessment Technical Competency Framework

Domain	Tier 1. Knowledge based behavioural indicators.	Tier 2. Proficient and utilize in practice	Tier 3. Advance and can train others
Understanding humanitarian needs assessment	<p>Describe the different objectives and approaches to assessment and IM.</p> <p>Describe the assessment cycle (including preparedness) and assessment types.</p> <p>Able to define principles and global standards for assessment.</p> <p>Identify ethical considerations in assessment and main issues/gaps in assessment (related to relevance, coordination, bias, accuracy, etc)</p>	<p>Compares different approaches, type of assessment and is able to identify pros and cons of each of them.</p> <p>Explain strategies to overcome challenging issues in the assessment/IM process.</p> <p>Apply global standards and principles in assessment/IM.</p> <p>Implement and ensure implementation of assessment/IM strategy, including capacity building for National Societies.</p> <p>Apply preparedness measures that reinforce NS capacities in assessment.</p>	<p>Design, implement, monitor and adapt an assessment/IM strategy in a complex setting.</p> <p>Apply and evaluate strategies to overcome the critical issues or gaps related to assessment/IM in complex settings.</p> <p>Appraise and adapt strategies in assessment/IM issues (from preparedness to early recovery)</p>
Planning	<p>Identify the availability of "needs and response data" and information gaps in an emergency context.</p> <p>Estimate resources needed to collect different data.</p> <p>Identify the main Movement assessment internal and external stakeholders and recognize their role in preparedness and during disasters.</p> <p>Knowledge of Core operational datasets and international data standards</p>	<p>Design a context specific baseline and a Movement coordinated assessment strategy.</p> <p>Accurately estimate time and resources needed for data collection, analysis, dissemination and feedback to affected population.</p> <p>Develop and manage an assessment/IM team work plan</p> <p>Evaluate NS capacities and implements, facilitate the creation of? plans for capacity building of National Societies.</p> <p>Ensure that core operational datasets meet minimum standards in topology and attributes</p>	<p>Evaluate the effectiveness and efficiency of an assessment/IM teamwork plan</p> <p>Develop quality control measures, appropriate monitoring of data collection and ongoing surveillance of humanitarian needs, response activities and gaps.</p> <p>Based on lesson learned, create models for capacity building of NS, Movement partners and team members.</p>

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Design of data collection process	<p>Identify the different categories, datasets, sources of secondary and primary data.</p> <p>Distinguish between the different data collection methodologies, techniques, phases and tools.</p> <p>List the resources needed for a data collection exercise (primary and secondary).</p> <p>Recognize the different categories for disaggregating data.</p> <p>Define different approaches for designing data collection.</p> <p>IM: Apply basic concepts of statistic. IM: Explain how data management fits into the different steps of the IM cycle IM: Demonstrate knowledge of the structure of databases for secondary data review IM: Apply basic technologies such as excel and spreadsheet, google drives, smart sheet, etc. IM: Identify and triangulate population estimates</p>	<p>Recognize the purpose, strengths and weaknesses of different methodologies, techniques and tools for data collection, applied in different humanitarian settings.</p> <p>Design data collection and surveys for multisectoral purposes in mid-scale emergencies and noncomplex setting.</p> <p>Explain the implications of the use of the different categories in data disaggregation's.</p> <p>Demonstrate knowledge of best practices and standards for data collection design.</p> <p>IM: Develop and implement contextualized integrated mechanism for data gathering and IM. IM: Apply and explain basic and new technologies for data collection. IM: Design population sample surveys. IM: able to adapt IM strategies for data collection.</p>	<p>Evaluate and adapt the effectiveness of the data collection designed methodologies, technic or tool in in complex contexts</p> <p>Design data collection and surveys for multisectoral purposes in a complex setting that is inclusive of Movement partners and other external stakeholders.</p> <p>Identify and forecast possible risks of designed data collection tools.</p>
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Data Collection and data processing	<p>Collate, tag and organize data.</p> <p>Apply primary data collection techniques (observation, interviews, focus groups, surveys...) and the limitations and benefits of using different type of data.</p> <p>Enter the captured GPS coordinates into the designed worksheet.</p> <p>Use and apply excel as tool for basic IM.</p> <p>Implement primary data collection, carry out assessments.</p> <p>Explain the data collection activities and objectives to the population.</p> <p>Carry out interviews with respect for and sensitivity to the affected population.</p> <p>Identify and report any constraints (or gap in the data) of the tools application to the team leader and propose possible improvements.</p> <p>IM: proficiency using spreadsheets and databases fir data collection, storage, analysis.</p> <p>IM: able to make sense out of the data collected</p>	<p>Apply a logical and structured approach to collating, archiving and synthesizing information.</p> <p>Set up the pilot phase and the training of the team members.</p> <p>Ensure coherence of collected information.</p> <p>Ensure accurate and reliable data is collected, stored, analysed and shared in a timely manner.</p> <p>Demonstrate knowledge of best practices and standards for data collection.</p> <p>IM: inform the team and line managers about IM risks related to the tool, methodology, context, etc.</p> <p>IM: explain spreadsheets, pivot table and databases for data collection, storage, analysis to team members</p> <p>IM: Critique and advocate for the effectiveness of the data collection tool/process design.</p>	<p>Evaluate the objectivity, validity, reliability and relevance of the data collected.</p> <p>Create an assessment coordination mechanism for the implementation of the data collection with Movement partners.</p> <p>Coordinate data collection exercises from the IM/technical/admin - log point of view.</p>
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Analysis (basic and joint)	<p>Draw patterns, identify extremes and detect trends.</p> <p>Describe and use exploration tools and techniques for qualitative and quantitative data.</p> <p>Identify sources of errors and bias and possible ways to mitigate them</p> <p>List the main components of an analysis plan.</p> <p>Assess the reliability, credibility and accuracy of the source of information.</p>	<p>Apply the analysis steps to qualitative and quantitative information from a wide range of sources.</p> <p>Design an analysis plan with different approaches (targeted at specific audiences). Apply appropriate strategies to describe, explain and interpret relationship between data.</p> <p>Apply methodologies to forecast and predict the evolution of a situation.</p> <p>Demonstrate the application of collective and inclusive analysis with sectorial experts to ensure common understanding and common planning.</p> <p>Formulate alternate hypothesis or explanation based on a set of data.</p> <p>Apply facilitation techniques for data validation process and conflicting information.</p> <p>Apply different methodologies for response options and programmes to response to the needs.</p> <p>Explain recommendations based on gap analysis.</p> <p>Identify goods and bad methods for validating assessment results.</p> <p>IM: Apply techniques to rate and rank humanitarian information.</p>	<p>Explain the added value of joint analysis of information with NS and other Movement partners.</p> <p>Compare, conclude and criticize result of analysis and is able to reorganize based on gaps found.</p> <p>Summarize and interprets intersectoral analysis.</p>
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		IM: Analyse survey data	
Reporting	IM: Extract from an excel sheet data: information visualization, graphs, maps, charts, and table design (techniques)	<p>Ensure production of technical reports.</p> <p>Identify opportunities for dissemination.</p> <p>Recognize difference audience needs and modify reporting accordingly.</p>	<p>Compare and contrast visual outputs and is able to explain why one is of better use than other for depending which purpose.</p> <p>Critiques and interprets technical reports.</p>

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Data Protection	Use of data protection principles	Apply international standards, data privacy, open data policies, etc.	Advocate for international standards, data privacy, open data policies, etc.
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