



Rapid Response Role Profile

Job Title	Logistics Pipeline Management Officer
Classification Level	
Immediate Supervisor's Title	Logistics ERU Team Leader/ Supply Chain Coordinator
Number of Direct Reports (if applicable)	
Number of Indirect Reports (if applicable)	

Organizational context (where the job is located in the Organization)

The International Federation of Red Cross and Red Crescent Societies (IFRC) is the world's largest volunteer-based humanitarian network. IFRC is a membership organisation established by and comprised of its member National Red Cross and Red Crescent Societies. Along with National Societies and the International Committee of the Red Cross (ICRC), the IFRC is part of the International Red Cross and Red Crescent Movement. IFRC's headquarters is in Geneva, with regional and country offices throughout the world.

Due to the nature of emergency response operations, this role profile is an outline of the likely responsibilities applicable to Logistics Pipeline Management Officer, deployed in a Federation co-ordinated operation. They are complementary to and should be read in conjunction with the specific tasks elaborated in the Deployment Order / Terms of Reference.

Job purpose

The Logistics Pipeline Management Officer will be responsible for providing logistics support to the Relief ERU during International Federation of the Red Cross and Red Crescent emergency operations; they will provide effective advice and support in order to facilitate good relations between the Relief ERU and the Logistics ERU.

Role (Job Requirements)

Job duties and responsibilities

1. To develop and implement processes for requisitioning of goods in line with National Society and IFRC requirements.
2. To manage the requisitioning of supplies for dispatch and distribution.
3. To work with the technical sectors (where applicable) to build achievable distribution planning based on stock and pipeline information as well as HNS/IFRC priorities.
4. To work with the relevant sector teams and Logistics ERU teams to ensure distribution plans are met at a micro level, whilst maintaining oversight of the overall distribution plan (big picture).
5. Coordinating and planning closely with sector teams to maintain an overview of all distribution requirements advising on supply routes / hub warehouses utilised etc.
6. To provide guidance, advice and support to all sector members based in the field on all logistics aspects (warehousing, transport, systems and processes, procurement).
7. Responsible for forecasting/projection of incoming goods for future distribution timeline planning.
8. Responsible for ensuring inventory management/tracking of all orders sent to the Logs ERU.
9. To advise all sector teams on service provided by operational logistics and SCM, included and excluded services.

Duties applicable to all staff

1.	Actively work towards the achievement of the Federation Secretariat's goals
2.	Abide by and work in accordance with the Red Cross and Red Crescent principles
3.	Perform any other work-related duties and responsibilities that may be assigned by the line manager

Profile (Position Requirements)

Education	Required	Preferred
Professional qualification in logistics or equivalent experience	⊙	
A university degree in relevant area		⊙
Basic Delegated Training Course or IMPACT. FACT, ERU or RDRT Training	⊙	
PECT Training		⊙
Introduction to cash Transfer Programming	⊙	
Experience	Required	Preferred
A minimum of 3 years logistics field experience, ideally in the humanitarian field, with experience in warehousing, airport clearance, transporting goods, fleet management, purchasing, customs clearance	⊙	
Experience in deployment as a Logistics ERU Team Member, at least once.	⊙	
Experience in developing action plans in emergency situations.		⊙
Experience in field coordination and liaising with other teams within operations		⊙
Experience in Cash transfer programming.	⊙	
Experience in planning and managing budgets.	⊙	
Experience in managing technical data and presenting to non-technical audience.	⊙	
Proven experience to carry out logistics assessments and set up large operations		⊙
Knowledge & Skills	Required	Preferred
Valid international driving license for light vehicles (manual gears)	⊙	
Scheduling abilities - understanding pledges (mobilization table), understanding timelines (pipeline report), utilisation of in-country stock position report.	⊙	
Understanding weight and volume measurements, and load capacities/modalities.	⊙	
Budget and financial management skills	⊙	
Ability to work in a cross-functional environment	⊙	

Core Competencies	Tier 1	Tier 2	Tier 3
Movement context, principles and values	⊙		
National Society Capacity Strengthening	⊙		
Coordination	⊙		
Assessment	⊙		
Direction Setting and Quality Programme Management	⊙		
Information Management	⊙		
Resource Management	⊙		
Safety and Security	⊙		
Transition and Recovery	⊙		
Community engagement and accountability	⊙		
Protection, Gender and Inclusion	⊙		
Environmental Sustainability	⊙		
Collaboration and teamwork	⊙		
Conflict Management	⊙		
Interpersonal Communication	⊙		
Cultural awareness	⊙		
Judgement and decision making	⊙		
Motivating Others	⊙		
Personal resilience	⊙		
Integrity	⊙		

Logistics Technical Competencies	Tier 1	Tier 2	Tier 3
Supply Chain		⊙	
Warehousing	⊙		
Procurement	⊙		
Transport and Fleet Management	⊙		
Airport/Port operations	⊙		
Cash Based Intervention	⊙		
Market Assessment	⊙		
Market Based Intervention	⊙		
National Society Logistics Development	⊙		
Medical Logistics	⊙		

Languages	Required	Preferred
Fluently spoken and written English	⊙	
Good command of another IFRC official language (French, Spanish or Arabic)		⊙
Other languages:		