



Rapid Response Role Profile

Job Title	International Disaster Response Law (IDRL) Coordinator - Emergency Phase
Classification Level	
Immediate Supervisor's Title	Head of Emergency Operations/ Operations Manager
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 Disaster Law Coordinator, 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 International Disaster Response Law (IDRL) Coordinator – Emergency Phase, contributes to swifter and more effective international response by the Movement and the wider humanitarian community. They assist the government in facilitating and regulating international assistance to avoid some of the most common problems, including barriers to entry, coordination, quality and oversight. They assist the IFRC and Movement partners in overcoming these issues in their operations. The IDRL Coordinator – Emergency Phase, supports the Head of Delegation with the required advocacy with governmental entities and UN Agencies using the IDRL Guidelines and tools as key reference and recommendations for the advocacy efforts.

Role (Job Requirements)

Job duties and responsibilities

1. Contribute to swifter and more effective international response by the Movement and the wider humanitarian community.
2. Assist the government in facilitating and regulating international assistance to avoid some of the most common problems, including barriers to entry, coordination, quality and oversight.
3. Assist the IFRC and Movement partners in overcoming these issues in their operations.
4. Support the Head of Delegation with Movement Coordination meetings as well as with the required advocacy with governmental entities to activate the IFRC Status Agreement
5. Develop a full picture of the laws and procedures impacting international assistance, in particular those related to the entry of goods and personnel, and in regard to unsolicited bilateral donations.
6. Provide IFRC operations managers with a clear assessment of the impact of these laws and procedures on the Movement's international assistance (IFRC Surge, ERUs, bilateral and integrated PNSs) so that this may be taken into account in programme planning, in the Movement coordination structure, and reflected in the Emergency Appeal.
7. Support IFRC team and the NS in negotiating simplified procedures and priority access for its goods and personnel, and needed legal facilities, such as waivers and exemptions, for the efficiency of its international operation.
8. Provide technical legal support to national authorities (Migration, Customs, NDMAs, MoFA, etc.) drawing on the recommendations of the IDRL Guidelines, including:
 - a. -Support with the drafting of an IDRL decree and ad hoc measures and instruments,
 - b. -Provide advice on international best practices and standards in the management of international disaster operations, including for setting up the One Stop Shop (or Single Window International Facilitation Teams),

- c. -Provide advice for the management of unsolicited bilateral donations
- 9. Sensitize and advocate on the auxiliary role of the National Society.
- 10. Provide IDRL advice to the UN System, Humanitarian Country Team and other partners as relevant. Provide legal advice and support IFRC field coordinators in inter-agency cluster coordination meetings.
- 11. Sensitize National Societies and IFRC Delegates on the national and regional legal institutional environment of the affected country
- 12. Gather real-time information about the entry and operations of international actors, including IDRL issues encountered and positive examples – in order to provide direct advice and draw lessons for future operations and guidance tools

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
Degree or Diploma in Humanitarian Law, International Relations, International Affairs, Political Science	⊙	
Master's Degree in Law, with at a relevant International Disaster Law disciplines		⊙
Advanced qualification or equivalent experience in a relevant area (administration, humanitarian policy, disaster management, public health)		⊙
Experience	Required	Preferred
7 years of professional experience as a lawyer or related field	⊙	
Demonstrated research, writing and reporting experience (sample to be provided)	⊙	
Demonstrated experience in training and capacity building of stakeholders	⊙	
Demonstrated experience with organising and managing files, documents and databases	⊙	
Experience with networking and communicating with different stakeholders such as Government, Red Cross / Red Crescent, UN, NGOs and other organisations	⊙	
Experience of international disaster operations		⊙
Demonstrated experience in training and capacity building of stakeholders	⊙	
Experience in legal drafting	⊙	
Experience in Civil Military Relations		⊙
Knowledge & Skills	Required	Preferred
Disaster Law recommendations, particularly in regard to IDRL	⊙	
Good knowledge, understanding and research capacities in law and policy-making	⊙	
Good computer skills including knowledge of Microsoft Office applications	⊙	
Legislative Advocacy Skills	⊙	
Intergovernmental and Intragovernmental negotiation skills	⊙	
Legal analysis and drafting	⊙	
Coordination with IFRC, National Society and national authority and international actors		⊙
Training Skills		⊙

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		⊙	

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