



## Rapid Response Role Profile

Job Title	National Society Development in Emergencies (NSDiE) Coordinator
Classification Level	
Immediate Supervisor's Title	
Technical Manager's Title	Head of 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 NSDiE 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 National Society Development in Emergencies (NSDiE) Coordinator will be deployed as part of the surge support agreed between the Host National Society (HNS) and the IFRC to strengthen NS development within the operational strategy with the view that long-term NS development goals and objectives are enhanced. The NSDiE Coordinator will be part of the IFRC country / country cluster team (if existing) with a strong link to the IFRC operations management team (HeOps or OpsManager)

The NSDiE Coordinator will apply the IFRC NSDiE approach in large-scale emergency operations where various global surge tools are deployed. The coordinator will work closely with the HNS leadership and senior staff, esp. those responsible for National Society Development and Volunteering. The Coordinator will also work with the IFRC operations management team, the PNSs, the ICRC and other relevant stakeholders.

The NSDiE Coordinator is expected to support the HNS, IFRC country office and other RCRC Movement partners to strengthen the HNS during a relief and/or recovery operation by looking for opportunities for how the operation can positively contribute to capacity building and support the organisational development of the HNS while protecting their core activities and longer-term goals.

## Role (Job Requirements)

### Job duties and responsibilities

1. Strategic support
  - a) Advise and support the HNS and the IFRC Head of Country Office / Country Cluster Office on matters related to NS development in emergencies, both, to enhance and to protect the long-term development of the NS and to contribute to a timely, accountable and high-quality emergency operation
  - b) Assess the readiness of the NS to cope with the major emergency operation (leadership, volunteering, HR, finance, logistics etc.) and the needs of the NS in capacity building (CB) and organizational development (OD) activities during the emergency operation
  - c) Mentor and coach NS staff in leading NSD processes which are relevant for a successful operation
  - d) Support the NS to utilize the relief and recovery operation in shaping a longer-term strategy for National Society Development based on relevant assessments (e.g. OCAC, BOCA, PER etc.)

e)	Coordinate all input to strengthen the capacity of the HNS within in Emergency Appeal process (e.g. EPoA), incl. providing input to the IFRC risk register
2.	Programme support
a)	Identify potential organisational issues which could hinder the delivery of humanitarian assistance based on field information and develop possible appropriate solutions
b)	With support from technical experts Identify, apply and develop (if not existing) practical tools on NSD-related support to the operation, including emergency procedures for volunteering, HR, finance etc.
c)	Advise RCRC Movement partners on the intersection of emergency response and NSD
3.	Coordination
a)	Advise and liaise closely with surge personnel to do no harm within the range of their activities
b)	Ensure coherence and provide coordination between the RCRC Movement partners to identify a unified approach to strengthen the capacity of the HNS based on their needs
4.	Training & Development
a)	Conduct briefings for incoming IFRC surge personnel (team leaders), PNS and ICRC representatives on the NS institutional context
b)	Capture the learning from the different interventions and provide input in the further development of the NSDiE approach

#### 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
University degree in organisational development and/or disaster management, or equivalent qualification	⊙	
IMPACT, Basic Training Course or equivalent experience		⊙
Experience	Required	Preferred
3 years of working experience in the RCRC Movement in organisational development and capacity building	⊙	
2 years working experience in international emergency response operations, preferably in the RCRC Movement		⊙
Experience in relationship building, coaching and mentoring senior staff	⊙	
Experience in IFRC management procedures, key policies and practices		⊙
Experience in strategy development and implementation		⊙
Experience in volunteer management and its key policies and practices		⊙
Experience in writing and adapting policies and procedures to emergency contexts		⊙
Experience in Movement Coordination		⊙
Knowledge & Skills	Required	Preferred
Knowledge of IFRC emergency response framework and global tools	⊙	
Skills to analyse National Society context	⊙	
Good oral and written communications skills, with ability to express ideas and concepts clearly and persuasively with senior internal stakeholders	⊙	
Excellent knowledge and understanding of the RCRC Movement components	⊙	

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:		