



Rapid Response Role Profile

Job Title	Shelter Programme Technical Officer
Classification Level	
Immediate Supervisor's Title	Shelter Programme Team Leader
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 Shelter Programme Technical 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 Shelter Programme Technical Officer, under the direction of the Shelter Programme Team Leader, will work in collaboration with the National Society, IFRC personnel, other Movement Partners, National and International Humanitarian Organizations, local authorities and affected communities within the mandate of the Movement in order to:

Collaborate on Shelter and Settlements strategic planning from relief to recovery, program development and implementation with a focus on specific technical deliverables. Support the design and implementation of Shelter and Settlement programs with particular attention to: design, specifications, safer building promotion, supervision and Housing Land and Property issues/security of tenure. With the aim that the Shelter and Settlements components ensure joint and integrated programming that builds upon community capacities, quality and accountability to beneficiaries, maximizing local capacities and livelihood opportunities whilst reducing shelter and settlement related risks and vulnerabilities.

Role (Job Requirements)

Job duties and responsibilities

1. Support the definition of context specific Shelter & Settlement interventions taking into consideration a full range of assistance support options to cover short to long term needs from emergency to recovery, including Disaster Risk Reduction and Contingency Planning. Select the most appropriate combination of implementation modalities as appropriate, including In-Kind, Cash & Vouchers, Training, Technical Support, etc. Ensure that interventions incorporate access to knowledge, materials, resources and technologies, including innovation and energy efficiency as appropriate.
2. Implement the Shelter & Settlements programme ensuring that communities are involved, and their preferences are integrated in all stages of its implementation through well-defined participatory processes (ODHR, community contracts, community trainings, PASSA, etc) where possible.
3. Support as required with inputs to operational assessments and risk analysis related to possible shelter interventions (assistance options and related implementing modalities) and contribute to the development of mitigation measures.
4. In compliance with local, national and/or international standards and Building Regulations as required, develop the design (drawings, specifications, construction details, structural calculations and Bills of Quantities) for shelter solutions (emergency, transitional and/or durable). In addition as required, develop and coordinate settlement planning (urban and rural settings) where infrastructure, community facilities and residential areas should be integrated.
5. Contribute to the development of Shelter programme scheduling and coordination of activities. Coordinate detailed reviews of plans to schedule deliverables and estimate costs, ensuring works schedules are adhered to and performance guarantees are in place. Support regular, timely and accurate narrative and financial reports as required.

6. Lead the integration of technical assistance, quality assurance and capacity building on the use of materials and construction techniques to build back safer as part of the Shelter & Settlements interventions (from emergency to recovery). Ensure the technical specifications, guidelines and Information, Education and Communication awareness materials are developed to enhance the capacity of the affected population.
7. Support the advocacy and/or implementation of strategies to address and mitigate issues related with Housing Land and Property and security of tenure, that they could hamper the provision of humanitarian shelter assistance and delay the process of recovery.
8. Advise on minimum standards for the provision of different services while managing communal displacement settlement scenarios (planned and/or unplanned settlements and collective accommodation).
9. Guide and supervise the work of shelter national staff and volunteers (National Society, IFRC), to enhance their capacity to define, implement and evaluate shelter operations through training, on the job coaching and mentoring.
10. Develop tender processes and contract administration for construction services (evaluation, design, engineering, site supervision and/or management, construction works) in accordance with IFRC / National Society standard procedures and existing regulations in country. Oversee that correct permits and licenses are obtained when required.
11. Support the Rapid Response Shelter Coordinator with the engagement with existing Inter-agency Shelter Coordination mechanisms at national/ regional / hub level as required to report on IFRC shelter interventions and ensure appropriate coordination and/or cooperation with all involved stakeholders. Participate in Shelter Technical Working Groups established to define technical specifications, Information, Education and Communication material, awareness campaigns adapted to the context as required.

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 (dependent on type and content of qualification) or equivalent professional qualification in Structural/Civil Engineering, Architecture, Urban Planning, Construction Management or related technical field of the building environment.	⊙	
IFRC Shelter Technical Training- "Shelter & Settlements in Emergencies, Natural Disasters" (or equivalent experience)	⊙	
Basic Delegated Training Course or IMPACT (or equivalent experience)	⊙	
Experience	Required	Preferred
At least 5 years of experience working in Shelter and Settlements / building environment (commercial practice and/or humanitarian/development context)	⊙	
Experience in working in humanitarian interventions including large complex operations and/or development programmes.		⊙
Experience of internal Red Cross Movement and External Stakeholder relationships.		⊙
Experience in emergency response with early recovery / recovery transition planning.		⊙
Proven experience in drafting Plans of Action /Strategies.		⊙
Knowledge &Skills	Required	Preferred
Ability to independently deliver a range of Shelter and Settlements operational and coordination / representation and advocacy roles within a emergency response.	⊙	

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	⊙		

Technical Competencies	Tier 1	Tier 2	Tier 3
S&S Humanitarian context		⊙	
Shelter design, Specification, BOQ and Built Environment Regulation.			⊙
Settlement Planning		⊙	
Technical Supervision / Construction Management			⊙
Safer Building promotion/Technical Assistance			⊙
HLP/ Security of Tenure		⊙	
Management of communal displacement settlements scenarios		⊙	
Feasibility Study of Shelter and Settlement interventions			⊙
Contract Management			⊙
Operational Coordination, Cooperation, Networking and Partnership		⊙	

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