ROLE PROFILE

|  |  |  |  |
| --- | --- | --- | --- |
| Title: | Deployable Cash & Voucher Assistance Specialist | | |
| Functional Area: | Humanitarian | | |
| Reports to: | Cash & Voucher Specialist (Global Lead) | | |
| Location: | Deployed 75% of the time to Plan International’s country programmes. Home-based when not deployed | Travel required: | 75% (may be at short notice) |
| Effective Date: | February 2023 | Grade: | 4 |

role PURPOSE

In response to an emergency, Plan International country offices often need additional experts to support them and help those affected by crises. Plan International’s core surge team is composed of technical, global experts who can deploy to emergency responses within 72 hours for up to 4 months. The post holder will be expected to provide leadership to their area of technical specialism to support the country team they are deployed to.

Core surge team members are globally roving and work away from their home base continuously, from a few weeks up to four months per assignment. Core surge is typically deployed to country programmes for up to nine months a year (pro rata for part-time posts). When not deployed (or on annual leave), core surge team members may be assigned project/proactive work.

Plan International started its Cash and Vouchers Assistance (CVA) programming in 2011, which has grown significantly since then in terms of portfolio and geographical coverage. As of June 2022, Plan International has implemented CVA in more than 50 Country Offices across the federation with more than 156 million Euros as a cumulative portfolio.

As a Deployable Cash & Vouchers Assistance (CVA) Specialist you will deploy to country offices 75% of the year to provide technical leadership at the Country Office level primarily on the CVA feasibility analysis, design and implementation of CVA initiatives, monitoring, capacity building, proposal development support as well as representing the organization at Cash Working Group and relevant clusters. You will also support reporting and documentation process and policy creation about CVA at Plan International.

Dimensions of the Role

* This position may line manage a team when on deployment to a Country Office.
* You may have budget responsibility while on deployment
* Develops and maintains relationships with stakeholder groups both within Plan International and externally.
* May deploy at short notice to a Country Office for up to 4 months
* The post is expected to be on deployment for up to 9 months per year.

Accountabilities

* Provide sectoral leadership and expertise during deployments.
* Support Plan International Country Offices in the development and implementation of need assessments (including market assessments) which feed into larger programme design.
* Lead the implementation of different types of cash and market-based programs.
* Advise the Emergency Response Manager and Country Management Team on appropriate cash transfer modalities for the emergency response.
* Support Country Office technical staff integrate cash and voucher modalities in their programmes.
* Manage the performance of Cash and Market programme staff and consultants during deployments.
* Ensure activities adhere to technical standards including SPHERE, CALP and cluster recommendations. Lead the integration of gender, diversity and inclusion aspects into the design of cash and voucher programmes
* Organize & lead training sessions on the use of cash and vouchers in emergency response with a specific focus on addressing the needs of girls.
* Promote the use of Plan International’s standard tools and guidance for cash and voucher programming.
* Document Lessons Learned from cash and voucher interventions to support Plan International’s continuous learning from its programmes.
* During deployments identify areas for research to deepen learning around Cash and Markets Based Programmes.
* Support policy & influencing staff to integrate a cash and voucher lens into policy briefs and talking points.
* Represent Plan International at relevant clusters, cash working groups, and other events related to cash and market-based programming.
* Identify opportunities and establish dialogue towards partnerships with other humanitarian agencies.
* Identify and develop relationships with donors at the country level positioning Plan International for potential funding opportunities.
* Work with country office business development staff to increase the quantity and scale of cash and voucher programming in emergencies and early recovery grants.

**Safeguarding**

* Ensures that Plan International’s global policies for Safeguarding Children and Young People and Gender Equality and Inclusion are fully embedded in accordance with the principles and requirements of the policy including relevant Implementation Standards and Guidelines as applicable to their area of responsibility. This includes, but is not limited to, ensuring staff and associates are aware of and understand their responsibilities under these policies and Plan International’s Code of Conduct (CoC), their relevance to their area of work, and that concerns are reported and managed in accordance with the appropriate procedures.

Key relationships

**Internal**

* Global Humanitarian Team
* Country Office programme and operational support staff and regional disaster risk management staff.
* Plan International National Organisations

**External**

* Cash Working Groups and relevant Clusters at the country level during deployment.
* Peer agencies, particularly cash specialists.
* Donors and UN Agencies
* Partner organisations

Technical expertise, skills and knowledge

**Essential**

* Demonstrable experience in design, implementation and evaluation of in-kind food through cash/voucher and market-based programming.
* Demonstrable experience working in a broad range of humanitarian crises in several different contexts.
* Knowledge of international humanitarian standards and codes of conduct.
* Demonstrable understanding of Social Safety Nets, Livelihoods and associated methodologies.
* Excellent proven cash programming experience covering a range of modalities and approaches.
* Demonstrable representational and coordination skills.
* Excellent project design, participatory monitoring and evaluation skills.
* Good working knowledge of key humanitarian donors, for example, WFP, USAID, DFAT, GAC, FCDO, and DGECHO amongst others.
* Knowledge of major humanitarian, recovery and development challenges and issues,
* Strong analytical skills.
* Proven knowledge of targeting methods in Cash/voucher programmes
* Committed to actively upholding Plan International's vision, values and behaviours and policies, including the Say Yes! To Keeping Children Safe Policy.

**Desirable**

* Skills in writing funding submissions and donor reports.
* Advocacy and influencing skills
* Proven management skills leading teams across several locations and operating in a cross-cultural structure
* Fluency in English and at least one other language (e.g., French, Spanish, Arabic, Portuguese)

Plan International’s Values in Practice

**We are open and accountable**

* Promotes a culture of openness and transparency, including with sponsors and donors.
* Holds self and others accountable to achieve the highest standards of integrity.
* Consistent and fair in the treatment of people.
* Open about mistakes and keen to learn from them.
* Accountable for ensuring we are a safe organisation for all children, girls & young people

**We strive for lasting impact**

* Articulates a clear purpose for staff and sets high expectations.
* Creates a climate of continuous improvement, open to challenge and new ideas.
* Focuses resources to drive change and maximise long-term impact, responsive to changed priorities or crises.
* Evidence-based and evaluates effectiveness.

**We work well together**

* Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
* Builds constructive relationships across Plan International to support our shared goals.
* Develops trusting and ‘win-win’ relationships with funders, partners and communities.
* Engages and works well with others outside the organization to build a better world for girls and all children.

**We are inclusive and empowering**

* We empower our staff to give their best and develop their potential
* We respect all people, appreciate differences and challenge equality in our programs and our workplace
* We support children, girls and young people to increase their confidence and to change their own lives.

Physical Environment

As part of the core surge team, the primary purpose of the role is to deploy to emergencies globally. The post holder will deploy to a diverse range of countries and contexts. This can range from insecure environments to countries that have just been impacted by a rapid-onset disaster.

The post holder will be provided with the necessary support for such varied locations, including security training, well-being and mental health support and briefings before all deployments.

While on deployment, the accommodation, transport, and availability of services will be dependent on the context and the specific country offices policies.

Level of contact with children

Mid contact: Occasional interaction with children