ROLE PROFILE

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| Title | Urban Humanitarian Response Specialist – Ukraine Crisis | | |
| Functional Area | Humanitarian | | |
| Reports to | Ukraine Response Hub (Dotted line to the Urban Hub) | | |
| Location | any Plan location | Travel required | Up to 60% |
| Effective Date | March 2022 | Grade | GH 4 |

role PURPOSE

The focus of this role is to provide support and guidance to our Ukraine Crisis programming and influencing work, ensuring that we integrate best urban humanitarian practice into our response design and delivery, and documenting key learning for dissemination in the wider humanitarian sector. The role will play a pivotal part in providing technical expertise, capacity building and skills sharing for local and national partners and Plan International staff. The post holder is responsible for developing and implementing an urban humanitarian programming framework for Plan International’s core technical areas – child protection, education, and cash-voucher assistance.

The post holder will have a dotted line management to Plan International’s Urban Hub which is a joint global initiative by Plan International Denmark and Australia launched in August 2020. The Urban Hub is managed by an Urban Hub Manager based in Denmark, an Urban Hub Coordinator based in Australia, an Urban Research Manager based in United Kingdom, and supported by a global Steering Group. The purpose of the Urban Hub is to coordinate the sharing and expansion of knowledge and good practice, across programming, interventions and influencing activities in urban contexts.

As part of its mandate, the Urban Hub is working in close collaboration with Plan International’s Global Hub – Humanitarian Department, where an area of significant concern and interest is developing and scaling up humanitarian expertise from an urban perspective.

The position is a new role within Plan International, with direct line management by the newly established Ukraine Response Hub and with an indirect reporting line to the Urban Hub Manager. The role is for an initial 12 month’s contract with possibility of extension.

Dimensions of the Role

Recognising the urban nature of the current crisis in Ukraine and the neighbouring countries, this position will support Plan International and its partners design and implement appropriate urban response programming, building on sectoral best practice. The post holder will support the professional development of partner organisations’ humanitarian skills and ways of working. The post holder will represent Plan International in national and international humanitarian networks and fora, and will seek to influence current policy and practice, ensuring a strong gender equity lens is brought into all aspects of our work. Plan International will be the NGO partner of choice for promoting equality for girls and protecting children’s rights by working across the humanitarian-development-peace (HDP) nexus – a holistic blend of development and humanitarian interventions – through principled and locally led humanitarian action.

The new Global Strategy for Plan International highlights the importance of scaling up our humanitarian work. This position will be a key part of ensuring we meet the objectives of the updated strategy.

Accountabilities

* Lead the development of Plan International’s approach to humanitarian action within urban contexts related to the crisis in Ukraine, including in neighbouring countries of Poland, Romania and Moldova.
* Working with programme technical leads (Education in Emergencies, Child protection in Emergencies and Cash) to support the contextualisation of existing tools and programme frameworks to urban contexts.
* Ensure frameworks consider and integrate humanitarian-development-peace nexus approaches and that key humanitarian standards are used as a foundation to all programme framework development (e.g., Sphere. CHS, CPMS, INEE etc).
* Embed conflict sensitive approaches into all activities, aligning with key standards and learning within the sector.
* Mainstream Accountability to Affected People across urban programming; ensuring Plan and its partners tie into referral pathways – and feedback, concerns, and priorities from affected people are systematically highlighted in internal and response wide processes.
* Develop initial operational research focus and key products in close collaboration with the Urban Research Manager. Support the launch and profiling of the products within the wider humanitarian sector and with Plan International.
* Develop an M&E framework with our partners for all urban response activities.
* Identify innovative approaches to our work in the Ukraine crisis, piloting these with partners and sharing learning within the sector
* Develop and maintain a network with peer agencies, research organisations and think tanks, and liaise and coordinate with peer agencies responding the Ukraine crisis.
* Develop policy and advocacy positions on urban humanitarian programming, participating in relevant conferences and events, seeking to influence donor, Government, and humanitarian sector work on the Ukraine crisis.
* High level engagement with UNHCR and other UN agencies, ensuring clear articulation of the needs of girls and how their response plans will address these needs.
* Active engagement with the humanitarian coordination system at local, regional and global levels (incl. relevant clusters and inter-agency working groups)
* Ensure a strong gender lens in all work, and in particular addressing issues girls and young women face in urban humanitarian programmes.
* Position Plan International as a go to agency for girl focussed urban programmes in the Ukraine crisis.
* Ensure safeguarding and PSEA are factored into all work.
* Regular travel to visit and support partners and staff, conducting training and other support activities as requested.
* 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

**Internally:**

* Urban Hub Manager, Urban Research Manager and other Urban Hub colleagues
* Global Hub Humanitarian team members, in particular the Ukraine Response Hub colleagues
* National Organisations - disaster risk management network
* Global Hub’s MERL team, Safeguarding unit, and policy and Influencing colleagues.

**Externally:**

* Interagency working groups and coordination fora
* UNHCR and other relevant UN agencies
* Institutional donors
* Partner and peer organisations
* National Government representatives
* Research organisations and think tanks

Technical expertise, skills and knowledge

**Essential**

* Demonstrable experience of urban programme design and implementation in humanitarian contexts
* Significant experience in working in humanitarian crises, in several different contexts, including complex conflict settings
* Extensive experience of working on refugee and IDP programming
* Extensive experience of networking and external representation with UN, Peer Agencies, Institutional Donors, Civil Society Organisations, Government Ministries and Departments
* Strong experience of gender equity and its inclusion into humanitarian programming.
* Proven experience of using the Core Humanitarian Standard in programme design, implementation, and M&E.
* Conversant with the international humanitarian architecture, particularly related to coordination and funding. Demonstrated prior experience of engaging with the humanitarian coordination system at local, regional, and global levels.
* Experience of designing and delivering training for specialist and non-specialist staff.
* Able to work calmly under extreme pressure and at unpredictable hours during emergency response.
* Able to use Microsoft packages.

**Desirable**

* Language skills (ideally Ukrainian, Polish, Romanian, or Moldovan) as well as English.
* Proven experience of youth focussed programme design and implementation.
* Experience in humanitarian response in Europe, and/or cross-border programming.
* Experience of working in at least one of Plan Internationals core programme areas in humanitarian response (Child protection in Emergencies, Education in Emergencies, Cash & Voucher Assistance)

Plan International’s Values in Practice

**We are open and accountable**

We create a climate of trust inside and outside the organisation by being open, honest and transparent. We hold ourselves and others to account for the decisions we make and for our impact on others, while doing what we say we will do.

**We strive for lasting impact**

We strive to achieve significant and lasting impact on the lives of children and young people, and to secure equality for girls. We challenge ourselves to be bold, courageous, responsive, focused and innovative.

**We work well together**

We succeed by working effectively with others, inside and outside the organisation, including our sponsors and donors. We actively support our colleagues, helping them to achieve their goals. We come together to create and implement solutions in our teams, across Plan International, with children, girls, young people, communities and our partners.

**We are inclusive and empowering**

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

Physical Environment

The postholder will work remotely and travel regularly to provide support to Plan International’s partners. Colleagues will be based remotely and work will be done through virtual meetings. Travel could be up to 60% of the time, dependant on the needs expressed by partners. Travel during the winter months is cold. The postholder will need to complete a security and first aid courses before they are able to travel for work.

Level of contact with children

**Mid contact: Occasional interaction with children**