



Job pack: Disaster Risk Management

Country	Various Countries
Employer	VSO International
Duration	6 -12 months
Job purpose	To assist with the coordination of disaster risk analysis, relief and response, and to build capacity of the community to handle disasters.

Contents:

1. Job Description 2
2. Personal considerations..... **Fout! Bladwijzer niet gedefinieerd.**
3. Background and contextual information **Fout! Bladwijzer niet gedefinieerd.**

1. Job Description

Responsibilities	Key Performance Indicators	Competencies	Skills and Knowledge
<ol style="list-style-type: none"> 1. Support the COMMUNITY to coordinate the response efforts of the various agencies engaged in disaster response to maximize effective deployment. 2. Coordinate information gathering about the impact of the in the district. 3. Coordinate information gathering about response agencies' interventions and alert them where is likely to be overlap. 4. Provide information to the District Disaster Relief Committee to support them in decision-making. 5. Act as the focal point for coordination and information sharing on disaster response in the District. 6. To support the COMMUNITY to review the response and assess need for future training and development. 7. Assist the COMMUNITY to deliver the capacity building that has been identified. 	<p>As far as is possible, all affected people receive the services and support they require</p> <p>Up-to-date information about impact and response is available to District Disaster Relief Committee and relevant agencies and authorities when needed.</p> <p>District Disaster Relief Committee are able to make decisions based on accurate information.</p> <p>There is minimal overlap in response effort and agencies are sharing information.</p> <p>District Disaster Development committee has the capacity to manage an effective emergency response.</p>	<ul style="list-style-type: none"> ● Planning Good project management skills and ability to plan in situations with imperfect data. Good It skills. Able to work in an organized and planned way. ● Negotiating and Persuading Able to negotiate and persuade others to work effectively together as a team ● Resilient Able to manage effectively with limited resources in a situation where people's needs will outstrip the resources available. The self-confidence to work with a variety of situations, diverse people and ambiguity. ● Problem Solving Able to identify innovative solutions to solve complex problems against tight deadlines ● Building and Sustaining working relationships The social skills to build and actively maintain working 	<p>Qualifications:</p> <ul style="list-style-type: none"> ● Degree or post graduate degree in a relevant discipline <p>Essential:</p> <ul style="list-style-type: none"> ● Experience in disaster analysis, disaster relief and disaster response management. ● Experience of working in a disaster area. ● Experience in disaster relief that is gender and disability inclusive. ● Experience using the Washington group of Questions. ● Effective Project Management skills ● Experience of coordinating collection, collating and sharing of information among a very large number of agencies ● Excellent people skills and the ability to work with government officials and senior managers. ● Excellent negotiating skills.

Responsibilities	Key Performance Indicators	Competencies	Skills and Knowledge
<p>Due to the nature of our volunteer placements, it is possible that the responsibilities of this role may differ in reality and therefore the postholder will need to be prepared to be flexible and adapt to their environment as necessary.</p>	<p>Objectives will be confirmed in a three way discussion between the volunteer, employer and VSO at the beginning of the placement.</p>	<p>relationships that foster teamwork and collaboration with others for the benefit of a common goal.</p> <ul style="list-style-type: none"> ● Open Minded and Respectful A non-judgemental approach that values other people and cultures. ● Seeking and Sharing Knowledge Recognition that learning is a two-way and continuous process. ● Facilitating Positive Change The ability to analyse problems and develop lasting solutions in line with VSO approaches. ● Adaptability A flexible approach and the ability to adapt behaviour to different situations. 	
<p>Responsible to:</p>			

