CONSULTANCY NOTICE

Humanitarian-Development Interface Advisor: Communication and Community Engagement, Fiji

Recruiter: CDAC Network

Deadline for applications: 30 July 2020

Consultancy Timeframe: August 2020 to April 2022 (20 months) for 15 days per month.

Location: The consultant will be home-based in Suva, Fiji.

Reporting to: Direct report to the CDAC Senior National Coordinator for Communication and Community Engagement (CCE) based in Suva, with links to the Regional CCE Advisor and CDAC Executive Director.

This is a superb opportunity to join the Fiji project team to co-lead the facilitation of an exciting locally-led initiative. To be successful you will be an experienced and inspiring leader with excellent knowledge of the Fiji development context and Australian DFAT-supported initiatives, both at the national and divisional level. You will have a strong technical background in operationalising innovative participatory approaches, a deep commitment to inclusion, and an ear to the ground to ensure diverse communities have a voice at the decision-making table.

Consultancy Terms of Reference

Humanitarian-Development Interface Advisor: Communication and Community Engagement, Fiji

The Communicating with Disaster Affected Communities (CDAC) Network is seeking a consultant to co-lead the facilitation of a project titled 'Operationalising Localisation and the Participation Revolution: Communications Preparedness and Accountability for Disaster Response in Fiji and Vanuatu'. The project, funded by Australian Department of Foreign Affairs and Trade (DFAT), is jointly implemented with Ground Truth Solutions (GTS) and works in collaboration with the National Disaster Management Office (NDMO), the Ministries of Communications, FCOSS, UNICEF and the members of the Fiji Communications Cluster, among other key partners.

The project is a locally-driven systems-level innovation with potential for replication in other countries requiring each step of the process to be accurately captures and shared.

Purpose

Working closely with the Suva-based CDAC Senior National Coordinator, the Humanitarian-Development Interface Advisor supports the implementation of the project with a particular focus on creating practical linkages between the ongoing community engagement efforts in the development sector and the work of the National Communication and Community Engagement Preparedness and Response Platform in Fiji.

Background

Established in 2009, the CDAC Network is a growing platform of more than 30 humanitarian, media development, social innovation, technology, and telecommunication. Member organisations from the UN, Red Cross/Movement, NGOs and private sector are dedicated to catalysing the ability of communities to connect, access information, have a voice and leadership in humanitarian emergencies.
Ground Truth Solutions (GTS) is a specialised agency that helps humanitarian responders to systemically listen and respond to feedback from people affected by crisis.

The project seeks to address two critical needs in times of disaster or conflict:

i) That affected communities are meaningfully engaged throughout the humanitarian preparedness and response phase and have access to life-saving information and communications capacities to enable their leadership.

ii) That the humanitarian response is systematically informed by and adapts to the views, perceptions and priorities of affected communities based on an analysis – at regular intervals – of a representative sample of their views.

This project has just entered its third year and focuses on three outcome areas,

**Outcome 1:** Building on the foundations from Years 1 & 2, a multi-stakeholder, government-led platform for communication and community engagement is pre-positioned and leads to sustained improvements in communication with disaster-affected communities during preparedness, response and recovery.

**Outcome 2:** Humanitarian responders are better prepared to systematically listen and respond to the views of people impacted by crises and adapt programming accordingly. Perceptual data from crisis-affected people will feed into and inform the national platform.

**Outcome 3:** A learning accompaniment captures evidence for potential scale up.

In 2018/19, the project was approved by the Permanent Secretary of the Ministry of Rural & Maritime Development & National Disaster Management and by the NDMO Director.

As a result of project support to date, the Fiji Communication and Community Engagement Working (CCEWG) was established in May 2019 as a preparedness platform for the coordination of CCE activities in times of disaster. It sits within the Fiji Communications Cluster and links closely with the second Cluster Working Group: the Emergency Telecommunications (ETC) WG. The NDMO and the Ministry of Communications have convened six meetings of the multi-stakeholder CCE Working Group to date.

CCEWG Leadership: The Fiji Ministry of Communications is responsible for leading the Fiji Communications Cluster as a whole. The Department of Information within the Ministry of Communications leads the CCE Working Group, with the support of the Fiji Council of Social Services (FCOSS) and UNICEF as Co-Leads of the CCE Working Group. The Department of Communications within the Ministry of Communications leads the ETC Working Group, with the support of the Telecommunications Authority of Fiji (TAF) as a Co-Lead of the ETC Working Group.

National and international actors involved: NDMO, Ministry of Communications, Ministry of Education, Telecom Authority of Fiji, OCHA, UNICEF, FAO, IFRC, the Australian High Commission, Fiji Council of Social Services (FCOSS), Live and Learn Fiji, Plan International Australia, ADRA, FemLink Pacific, Fiji Disabled Peoples Federation, Rainbow Pride Fiji, Partners in Community Development Fiji, Save the Children Fiji, among others.

**Specific objectives of this consultancy:**
The consultant will work closely with the CDAC Senior National Coordinator, the NDMO, Ministry of Communications and National Platform CCEWG members, to:

- Undertake a strategic deep-dive into the humanitarian-development interface for communicating and engaging with communities in Fiji, and the various social, economic and civil systems that frame it, including:
  - mapping the existing systems of communication and engagement with communities, going beyond those that focus on disaster response
- identifying dimensions that might support and enable effective communication and engagement with communities at the national and divisional levels and opportunities to build on those in the event of a disaster
- assessing the potential contribution of the National Platform to support the achievement of the communication and community engagement dimensions of the National Development Plan and Sustainable Development Goals (SDGs) in Fiji and recommendations for strengthening the ‘nexus’ aspects.
- In each dimension, assessing strategies for their ability to include and consider diverse voices and innovate leadership approaches.
- Exploring how to work within the various systems to enable better complementarity and advance shared CCE goals across the systems and the nexus.

- Explore existing innovative community-led CCE efforts that have the potential for scaling up to better support emergency preparedness, response and recovery
- Determine if the Platform has the capacity to support community-led CCE innovations, for example, via a flexible funding mechanism attached to the platform;
- Identify DFAT-funded programmes in Fiji and Regional Initiatives and explore CCE entry points that support project sustainability for the longer term
- Meet with other key donors/ partners such as New Zealand MFAT, OCHA, DFID and determine synergies with multi-donor initiatives
- Facilitate project linkages with the Ministry for Ministry of Disaster Management/ Ministry of Rural and Maritime Development and Pacific-wide initiatives
- Together with the Senior National CCE Coordinator,
  - act as the CDAC link with academic entities, such as Fiji Universities and the work of the Humanitarian Advisory Group (HAG) and related research entities.
  - explore the potential for the National Platform to be expanded to better support regional Pacific CCE disaster preparedness and response
  - support the development of the National Platform Success Framework ensuring that diverse communities get their interpretation of success on the agenda
  - support the National Platform to embed the Success Framework plan to demonstrate sustained improvements and lessons learned
  - support the development of an ongoing case study on the Fiji National Platform ensuring humanitarian-development nexus issues are considered.
  - support the design and roll out of a project ‘Learning and Scaling Strategy’.
  - have an ongoing conversation with the NDMO, Ministry of Communications, CEWG participants and DFAT Suva on learning outcomes as the project evolves.

Consultant specifications

Essential

- A strategic thinker with strong analytical skills and an in-depth understanding of the Fiji context.
- More than 10 years professional experience working in international development, including disaster management
- Experience in engaging with the Government of Fiji, Civil Society, Donor and UN agencies, NGOs, Regional entities, at senior level.
- Proven expertise in leading community and stakeholder consultations
- Extensive knowledge of Australian DFAT-supported development and humanitarian programmes in Fiji and the Pacific
- Ability to foster sustainable partnerships and work collaboratively to bring people together
- Strong oral and written communication skills, including responsiveness on email.
- Fluency in Fijian or Fiji Hindi is essential, as are excellent verbal and written skills in English.
- Good attention to detail, proactive and a self-starter
- Ability to start work as soon as possible

Desirable
Experience in one or more of the following thematic areas: communication, community engagement, citizen participation, media development, accountability towards affected people, or social or institutional accountability.

Private sector links that could advance this project and enable greater humanitarian-development linkages

**Reporting and project financial management**
Direct report to the CDAC Senior National Coordinator for CCE based in Suva, with links to the Regional CCE Advisor and CDAC Executive Director.

Project Financial Management reporting will be directly to the CDAC Executive Director or designated staff.

**Invitation to submit applications**

We invite interested individuals to submit:

a) A proposal application (max 2 pages): the proposal should address the required experience, key areas of responsibility, capacity, competence, and other relevant information on the ability to successfully deliver.

b) A financial section of the proposal should include a daily fee rate in GBP, on the basis of working 15 days per month.

c) CV

d) Names and contacts of three referees.

**Send applications to the following email address:** recruitment@cdacnetwork.org

**The email application subject line:** “(Your name) & Humanitarian-Development Advisor” in the subject line.

**Safeguarding:** In CDAC we will not tolerate any form of misconduct, including sexual harassment, exploitation and abuse. We have a code of conduct in place, and are committed to creating a culture of integrity in the organisation where misconduct is not tolerated, situations of abuse are quickly investigated and perpetrators are dealt with effectively.

**CDAC Network** is the global alliance of more than 30 of the world’s biggest humanitarian and media development organisations – including UN agencies, the Red Cross/Red Crescent Movement, NGOs, media and communications organisations – committed to putting the power in humanitarian action back in the hands of communities.

We believe that, when communities have the information and the resources to make their own decisions, they have the capacity to find solutions to even the most challenging problems. We work to enable them to do this.

Read:

- CDAC Network Brochure 2020 – ‘Who we are’

Find out more about CDAC at [www.cdacnetwork.org](http://www.cdacnetwork.org) or @CDACN Twitter | Youtube | Facebook. COMMUNICATION IS AID – click and see why