

TERMS OF REFERENCE FOR SHORT-TERM/CONSULTANCY CONTRACTS

JOB TITLE:	Resilience Measurement Officer
TYPE OF CONTRACT:	ST Monthly Regular Consultancy, Junior Consultant
UNIT/DIVISION:	PROR-L
DUTY STATION (City, Country):	Rome
DURATION:	6 months, extendable

BACKGROUND AND PURPOSE OF THE ASSIGNMENT:

Resilience features prominently as a key focus area of WFP's Changing Lives agenda. Resilience evidence generation supports strategic decision making, improved programming and resilience outcomes, learning, advocacy, and accountability. Evidence for resilience programmes can come from multiple sources, such as vulnerability, assessment and mapping (VAM) data; monitoring; complementary studies and data; qualitative research; and programme reviews and evaluations. The six-step resilience monitoring and measurement (RMM) is key to generating evidence on WFP's contributions to this agenda.

The Asset Creation, Livelihoods and Resilience (PROR-L) and the Field Monitoring (RAM-M) Units in WFP Headquarters began the Resilience Building Blocks initiative (ResBB) in 2020. ResBB focuses on advancing a consistent approach to generating evidence for WFP's resilience programmes.

In mid-2021, ResBB developed and began field testing its new approach to RMM, comprising six steps:

1. Describe the resilience context.
2. Develop a resilience theory of change (ToC) to reflect the programme design
3. Develop questions for resilience monitoring and measurement
4. Select indicators and tools that correspond with questions
5. Design and carry out data analysis for resilience
6. Generate evidence-based insights and actions

By the end of 2022, the RMM approach has been tested or applied in 10 contexts. In 2023, the ResBB team is updating the guidance, resources and tools to reflect a broader use of sources of evidence. In 2024, the updated RMM and Evidence (RMME) approach will be rolled out corporately in collaboration with regional bureaux.

The Resilience Measurement Officer sits within the HQ ResBB team, comprising PROR-L and RAM-M colleagues. A key part of the Resilience Measurement Officer's role is to (i) support the update guidance, resources and tools and (ii) support the roll-out the RMME approach, with the ultimate aim of generating evidence to improve resilience programming. The Resilience Measurement Officer is a junior consultant and will be provided opportunities to learn and advance in this role.

ACCOUNTABILITIES/RESPONSIBILITIES:

1. **Guidance Development** | Support the update of WFP's corporate guidance, resources and tools on Resilience Evidence Generation. E.g. editing and contributing to guidance on theories of change and monitoring tools.

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2. **Capacity Building** | Support capacity building in the RMME approach, e.g. supporting the development of high quality training products, coordinating and supporting the design and delivery of in-person or virtual training workshops and webinars.
3. **Technical Support** | Support the preparation of high-quality evidence products (e.g. briefs, reports or papers) that inform programming with evidence-based insights and actionable recommendations. E.g. Contribute to the development of evidence products by utilizing data analysis techniques, data visualization tools, and report preparation skills.
4. **Knowledge Management** | Lead on knowledge management function within the ResBB team including collecting and curating evidence products and contributing to the review of resilience evidence. With the knowledge management and communications focal point, develop and maintain online platforms to ensure guidance and tools are regularly updated and accessible to colleagues globally.
5. **Strategic Events** | Contribute to preparing for the Executive Board roundtable on resilience evidence. This includes supporting the development of powerpoint material, briefs and talking points based on evidence and learning, and working closely with RB and CO colleagues to support them in preparations.
6. **Document Preparation** | Prepare a range of documents, such as meeting documentation (not for the record, quick read outs), factsheets, briefs, talking points and reports.
7. **Gender and Inclusion** | Incorporate gender and social inclusion perspectives in all areas of work. This includes giving deliberate consideration to ensuring that experiences of women, youth, elderly, and a range of groups are represented in evidence products.
8. **Other** | Additional accountabilities as agreed with the supervisor.
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DELIVERABLES AT THE END OF THE CONTRACT:

Over 6 months, the Resilience Measurement Officer is expected to deliver the following outputs:

1. Workplan for the six months is developed.
2. A plan for knowledge management is developed and implemented.
3. Development of the guidance and training materials is supported in line with the workplan.
4. High quality support is provided for one webinar and the Executive Board roundtable.
5. At six months, a four-page document is prepared highlighting the work completed and lessons learned.
6. Through all work, there is strong evidence that gender and social inclusion perspectives have been considered.

QUALIFICATIONS & EXPERIENCE REQUIRED:

Education: A university degree in a field relevant to evidence generation (social science, anthropology, statistics, evaluation, or econometrics), resilience or food security.

Experience: Relevant international experience in programming, evidence generation, monitoring, evaluation and/or vulnerability analysis and mapping (VAM) is desirable but not required

Knowledge & Skills: Relevant skills and experience in the evidence generation processes, including developing literature reviews, formulating research questions using different methodologies, selecting indicators, training enumerators or qualitative facilitators, sampling, data collection, data analysis, data visualisation, and/or reporting.

Skills and experience in quantitative and/or qualitative data analysis and data visualisation and related software. E.g. SPSS, R, STATA, Atlas.ti, Nvivo or MAXQDA.

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A demonstrable commitment to evidence-based programme design and programme learning.

An understanding of resilience measurement principles, WFP's resilience policy and resilience programmes.

Skills in training, capacity building, coaching and troubleshooting.

Excellent coordination skills, including the ability to manage multiple, complex tasks in a timely manner.

A results-oriented focus and a problem solving approach.

Ability to form strong working relationships and a collaborative work culture even when working remotely with colleagues.

Strong writing and communication skills, including preparation of compelling Powerpoint presentations.

Ability to work effectively both in-person and remotely. Ability to working on online collaborative work spaces, e.g. Microsoft Outlook, Teams, Sharepoint, etc.

Languages: Fluency in English is required.
Knowledge of Arabic, Spanish or French is desirable.

Certified by Hiring Manager (name/title) & signature):

..... **Date:**

Accepted by Short-term/Consultancy contract holder (name & signature):

..... **Date:**