

Job Description

Job Title	Shelter Officer (national)
Classification Level	G12
Organizational Unit / Duty Station	IFRC Country Cluster (Tunisia and Morocco)- Marrakech/Taroudant/Chichaoua
Immediate Supervisor's Title	Field Coordinator- Marrakech/Taroudant/Chichaoua
Technical Manager's Title	Shelter Coordinator- Morocco
Number of Direct Reports	0
Number of Indirect Reports	TBD with MRC- Daily workers and volunteers working on shelter projects (the number of daily workers would be around 1500 people).

Organizational context

The International Federation of Red Cross and Red Crescent Societies (IFRC) is the world's largest humanitarian organization, with a network of 192-member National Societies. The overall aim of the IFRC is "to inspire, encourage, facilitate, and promote at all times all forms of humanitarian activities by National Societies with a view to preventing and alleviating human suffering and thereby contributing to the maintenance and promotion of human dignity and peace in the world." The IFRC works to meet the needs and improve the lives of vulnerable people before, during and after disasters, health emergencies and other crises.

The IFRC is part of the International Red Cross and Red Crescent Movement (Movement), together with its member National Societies and the International Committee of the Red Cross (ICRC). The work of the IFRC is guided by the following fundamental principles: humanity, impartiality, neutrality, independence, voluntary service, unity, and universality.

The IFRC is led by its Secretary General, and has its Headquarters in Geneva, Switzerland. The Headquarters are organized into three main Divisions: (i) National Society Development and Operations Coordination; (ii) Global Relations, Humanitarian Diplomacy and Digitalization; and (iii) Management Policy, Strategy and Corporate Services.

The IFRC has five regional offices in Africa, Asia Pacific, Middle East and North Africa, Europe, and the Americas. The IFRC also has country cluster delegation and country delegations throughout the world. Together, the Geneva Headquarters and the field structure (regional, cluster and country) comprise the IFRC Secretariat.

IFRC has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the Red Cross and Red Crescent Movement, including sexual exploitation and abuse, sexual harassment and other forms of harassment, abuse of authority, discrimination, and lack of integrity (including but not limited to financial misconduct). IFRC also adheres to strict child safeguarding principles.

A 6.8 magnitude earthquake hit Morocco on September 8, killing and injuring thousands of people and causing widespread destruction. The Moroccan Red Crescent Society (MRCS) responded immediately, providing first aid and psychosocial support, helping transport the injured to hospitals, evacuating people from damaged buildings and providing dignified burial management. Through this appeal, the IFRC is supporting MRCS to meet the immediate and early recovery needs of 500,000 affected people. Priorities include providing food and safe water, essential household items, shelter support, health and mental health services, and cash assistance.

This position is based in **Marrakech/Taroudant/Chichaoua**, Morocco and requires in-country travel (when deemed necessary, to places where the safety situation permits). IFRC works in an integrated manner with the Moroccan Red Crescent (MRC) and its partners. MRC has the role as the Movement convener for operational field response and coordination among Movement partners.

Job purpose

Reporting to the Field Coordinator and under the oversight of the Shelter Coordinator, the Shelter Officer will provide support and required expertise to manage the shelter component of the operational Strategy defined for Morocco. The Shelter Officer will work in close collaboration with Morocco Red Crescent (MRC), Participating National Societies, INGO's, local authorities, other stakeholders and affected communities within the mandate of the Movement in order to coordinate the Shelter strategic planning (from relief to recovery) and to ensure efficient and effective design, management and implementation of shelter programming related to the response to the Morocco Earthquake.

Job duties and responsibilities

- Implement of the NS Shelter Strategy at field level ensuring that communities are involved, and their preferences are integrated in all stages of its implementation through well-defined participatory processes (ODHR, community contracts, community trainings, PASSA, etc) where possible.
- Advocate for integrated programming and design the shelter response intervention through the lens of the settlement approach (in close collaboration with other sectors and MRC areas of focus) considering urban and rural context and incorporating long-term planning for settlement interventions where infrastructure, community facilities and residential areas should be integrated.
- Support as required with operational assessments and risk analysis by delivering on the section related to shelter intervention (analysis of needs, assistance options and related implementing modalities) and the development of related mitigation measures.
- Develop the design of shelter and settlements interventions in compliance with local, national and/or international standards (considering integration of disability access and general consideration on Protection, Gender and Inclusion, etc) and Building Regulations as required.
- Contribute to Shelter programme scheduling and implementation of related activities as well as regular monitoring and required evaluation. Produce regular, timely and accurate narrative and financial reports and forecasts as required. Contribute to the development of Shelter programme scheduling and coordination of activities.
- Coordinate detailed reviews of plans to schedule deliverables and estimate costs, ensuring works schedules are adhered to and performance guarantees are in place. Support regular, timely, and accurate narrative and financial reports as required.
- Lead the integration of technical assistance, quality assurance and capacity building on the use of materials and construction techniques to build back safer as part of the Shelter & Settlements interventions (from emergency to recovery). Ensure the technical specifications, guidelines and Information, Education and Communication awareness materials are developed to enhance the capacity of the affected population.
- Coordinate teamwork as required and provide support to colleagues to ensure the effective delivery to the targeted affected population of shelter assistance (emergency and recovery) through a combination of the most relevant implementing modalities (combination of hardware and software modalities).
- Advise on minimum standards for the provision of different services while managing communal displacement settlement scenarios (planned and/or unplanned settlements and collective accommodation).
- Guide and supervise the work of shelter volunteers (National Society, IFRC), to enhance their capacity to define, implement and evaluate shelter operations through training, on the job coaching and mentoring.
- Develop tender processes and contract administration for construction services (evaluation, design, engineering, site supervision and/or management, construction works) in accordance with IFRC / National Society standard procedures and existing regulations in country. Oversee that correct permits and licenses are obtained when required.
- Support the Shelter Coordinator with the engagement with existing Inter-agency Shelter Coordination mechanisms at national/ regional / hub level as required to report on IFRC shelter interventions and ensure appropriate coordination and/or cooperation with all involved stakeholders. Participate in Shelter Technical Working Groups established to define technical specifications, Information, Education and Communication material, awareness campaigns adapted to the context as required.

Duties applicable to all staff

1.	Actively work towards the achievement of the IFRC Secretariat's goals
2.	Abide by and work in accordance with the Red Cross and Red Crescent principles
3.	Perform any other work-related duties and responsibilities that may be assigned by the line manager

Position Requirements

Education	Required	Preferred
Relevant university degree or equivalent professional qualification in one of the following: Communication or Social/Behavioural Sciences (i.e. Sociology, Anthropology, or Psychology), Social Work, Structural/Civil Engineering, Architecture, Urban Planning, or related technical field.	X	
IFRC Shelter Technical Training - “Shelter & Settlements in Emergencies, Natural Disasters” (or equivalent experience)		X
Experience	Required	Preferred
At least 5 years of experience working in Shelter and Settlements / building environment (commercial practice and/or humanitarian/development context)	X	
Experience in working in humanitarian interventions including large complex operations and/or development programmes.		X
Experience of internal Red Cross Movement and External Stakeholder relationships.		X
Experience in emergency response with early recovery / recovery transition planning.		X
Proven experience in drafting Plans of Action /Strategies.		X
Knowledge and Skills	Required	Preferred
Ability to independently deliver a range of Shelter and Settlements operational and coordination/representation and advocacy roles within an emergency response.	X	
Effective team and project management skills	X	
Safer Building promotion/Technical Assistance	X	
Ability to work well in a multicultural team	X	
Shelter design, Specification, BOQ and Built Environment Regulation	X	
Technical Supervision / Construction Management	X	
Contract Management	X	
Languages	Required	Preferred
Fluent spoken and written Arabic and/or French	X	
Good command of English		X
Competencies and Values (to be filled by HR)		
Values: Respect for diversity; Integrity; Professionalism; Accountability		
Core competencies: Movement context, principles, and values; National Society Capacity Strengthening; Coordination; Assessment; Direction Setting and Quality Programme Management; Information Management; Resource Management; Safety and Security; Transition and Recovery; Community engagement and accountability; Protection, Gender, and Inclusion; Environmental Sustainability; Collaboration and teamwork; Conflict Management; Interpersonal Communication; Cultural awareness; Personal resilience; Integrity		

Sign off by Line Manager

Name:		Date:
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For internal use only

Classified by:	Date:
Approved by the Job Classification Committee:	Date:
Approved salary scale:	Salary Scale