

Terms of Reference
REACH Secondment to CCCM cluster

Introduction:

To continue the collaboration between REACH and the CCCM cluster, one REACH staff member will be seconded to the CCCM cluster to ensure coordination and to support on relevant tasks. The proposed secondment, which is contingent on securing donor commitment to fund the position, will begin on 1 May 2022. The main functions and responsibilities of the seconded staff member are outlined below.

Responsibilities:

- a. The REACH CCCM Cluster Focal Point will provide support, equivalent to one working day a week to the CCCM cluster;
- b. This staff member will liaise with partners, either directly, by sitting in-person at IOM's or UNHCR's office, or remotely (depending on Covid-19 restrictions);
- c. The tasks will include, but are not limited to:
 - Provide support on GIS with datasets provided by the cluster, by REACH, or on any other external datasets;
 - Attend relevant meetings and bilateral discussions to identify gaps in information and analysis;
 - Provide support on relevant data analysis, including comparative data analysis between REACH, CCCM, or external datasets
 - Deliver relevant key findings presentations on key findings for CCCM and REACH data
 - Develop an inventory or synthesis of existing data on informal sites and camps, to support the representation of these population groups in a clear and cohesive way;
 - Identify key CCCM issues and topics for further exploration, write reports as necessary to disseminate findings.
- d. The CCCM Cluster Focal Point will be based with the REACH Initiative and report directly to the REACH Country Coordinator, with functional reporting lines to the CCCM Cluster National Coordinator/Co-coordinators. The Focal Point will work closely with the REACH Assessment and GIS teams and CCCM Information Management Officers. In addition, the staff member will work with relevant assessment and implementation partners of the CCCM Cluster;
- e. This support will be complementary to the work provided by the CCCM Cluster Information Management Officers.