



## EXTERNAL VACANCY

Haitian Red Cross in collaboration with American Red Cross is looking for

### **(1) Disaster Risk Reduction (DRR) Coordinator (National)**

**Reporting to :** Deputy Canaan Urban Development Program Manager

**Frequent contact with:** Environmental Coordinator, Canaan social mobilization team, ARC Haiti Delegation's Technical Team (Sr. National DRR Specialist, delegates), operations team, ARC field staff and HRC program staff

**Location :** Port-au-Prince, Canaan Field Office

**Contract duration:** 1 year, extendable

**Background:** The American Red Cross (ARC) International Services Department (ISD) seeks to prevent and alleviate human suffering around the world by responding to disasters; building safer, more resilient communities; and educating future humanitarians. In pursuit of this mission, ARC mounted a major response to assist Haitian communities in the wake of the devastating 2010 earthquake, and the ARC Haiti Assistance Program (HAP) was established to direct that response. Over the past year, HAP has transitioned from a response and recovery mode to a sustainable development approach aimed at enhancing resilience in targeted communities over the longer term.

#### **Program Background:**

The American Red Cross (ARC) Haiti Assistance Program (HAP) was established to direct the organization's response to the 2010 earthquake in Haiti. HAP activities focus on integrated community recovery and preparedness interventions in Haiti working within the Red Cross/Red Crescent network, particularly with the Haitian Red Cross (HRC) and also through external partners.

ARC will be working closely with HRC to support resilient social cohesion in Canaan, in alignment with the Government of Haiti's (GoH) strategic development vision for the area. Canaan is an emerging city developed since the 2010 earthquake that is comprised of several distinct neighborhoods, including Jerusalem, Canaan, Onavil and St. Christophe. Given the unique development history of the zone, the diversity of neighborhoods, and the geographic scale, an innovative approach to community engagement will be required.

This Canaan Social Engagement Program is aligned with the GoH strategic development vision for Canaan and will strongly coordinate with existing actors in Canaan, including existing community structures, local and international NGOs, and the GoH. The Program proposes to support resilient social cohesion through targeting the following four objectives:

- 1) Strengthening community representation structures to improve the community's capacity to dialogue with national and local governments, as well as international organizations.
- 2) Improving community preparedness against, and response to, natural disasters through increased understanding of local natural hazards and risks and response methodologies.
- 3) Improving the local environmental conditions through increasing community understanding of local environmental concerns and supporting the community through small projects.
- 4) Increase the Haitian Red Cross volunteer network for community health and disaster risk reduction.

This Program will be implemented in collaboration with the Haitian Red Cross, follow GoH strategic directives, and coordinate with future development actors to ensure they responsibly engage the communities of Canaan.

### **Position Background:**

The **DRR Coordinator** will be responsible for developing a community based DRR strategy in Canaan that is in line with Red Cross activities and principles, as well as program goals and objectives. In particular, the DRR Coordinator will work with the community and local authorities to conduct a revised vulnerabilities and capacities assessment (VCA) for every neighbourhood in Canaan. Through this VCA and in coordination with local authorities and the community, the DRR Coordinator will establish, train, and build the capacity of Community Intervention Teams (CITs) throughout all of Canaan. To support the effectiveness of these CITs, the DRR Coordinator will work closely with the HRC Volunteer Development Unit to train HRC volunteers in pertinent DRR modules and help organize for HRC volunteers to support CITs in Canaan.

In order to operationalize these community efforts in DRR, the DRR Coordinator will manage a team of up to two DRR Training Technicians, and be supported by the Social Mobilization Team's Field Officers and the HRC volunteers. S/he will report to the Deputy Program Manager and will liaise on technical issues related to DRR with the Sr. National DRR Advisor. S/he coordinate closely with the Environmental Coordinator and the Social Mobilization Team.

The DRR Coordinator will be strongly motivated to support the communities of Canaan, believe in the importance of DRR in community development, and will collaboratively develop a vision for implementation. S/he will be very well organized, accountable to deadlines, and able to work both independently and as part of a team. The DRR Coordinator will identify challenges in advance, be flexible to changing conditions, and effectively solve problems as they arise.

### **Specific duties and accountabilities:**

The duties and responsibilities of the DRR Coordinator include but are not limited to:

- Collaborate with the Social Mobilization Team, HRC, national and local authorities, and the community to conduct VCAs throughout all of Canaan.
- Collaborate with the Social Mobilization Team, HRC, national and local authorities, and the community to establish, train and build the capacity of CITs throughout all of Canaan. Through the VCA and CIT recruitment, collaboratively identify small DRR projects that can be implemented by the CITs for the benefit of the community.
- Manage a team of up to two DRR Training Technicians. Train and organize the technical material and schedules for supporting Field Officers from the Social Mobilization Team and HRC volunteers.
- Support ARC Senior Program Team on planning, supervising, overseeing, evaluating and reporting the DRR activities (baseline survey, participatory assessment, trainings, awareness raising, disaster management planning, designing of mitigation works, etc.).
- Provide programmatic and technical support related to DRR to the different components of the Canaan social mobilization program. Foster integration between program components, in particular the environment.
- Support the development of tools and methodologies necessary for the achievement of the program expected results.
- Facilitate exchanges, coordination and cooperation between the Canaan social mobilization program and other DRR stakeholders in Canaan.
- Support the creation and the dissemination of the program documents and best practices.

- Report DRR technical challenges to and request support from the DRR Department of ARC Haiti HQ based team.
  - Provide to the Deputy Program Manager monthly and quarterly reports with a work plan and support as necessary the program reporting mechanisms.
  - Facilitate the organization of the program monitoring and evaluation mechanisms and provide input as necessary.
- Conduct the Performance Development Process (PDP) for subordinates (DRR Training Technicians) on a timely basis.

### **Responsibilities of All Red Cross Core Staff**

- Support the realization of overall ARC HAP goals through effective teamwork and occasional cross support to other programs.
- Promote clear and effective communication through regular administrative documentation of work progress.
- Understand and implement the Core Principles of the Red Cross Red Crescent Movement.
- Establish good working relationship with fellow national and international staff.
- Develop a good working relationship with HRC.

### **Desired qualifications, skills and experience**

Bachelor or Master Degree in risk management or social sciences

5 years working experience as DRR technical specialist, coordinator or program manager

A least 3 years working experience in community-based programs, community outreach and participatory methodologies related to the DRR field

Previous experience working with DPC on establishing CIT's

Previous experience conducting VCAs

Working experience in team management

Analytical and reporting abilities

Strong written and verbal communication skills

Proactivity and abilities to prioritize and meet deadlines

Flexible and adaptable to changing working conditions

Advanced skills in computer

Fluency in oral and written French and Creole

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The American Red Cross is an Equal Opportunity/Affirmative Action Employer.

***Interested candidates should send their Curriculum Vitae with cover letter, all copies of certificates or diplomas, copy of ID card (NIF or CIN), certificate of police record by 5:00 pm 17 April 2015 at the following addresses:***

***Att.: Human Resources : Disaster Risk Reduction (DRR) Coordinator (National)***

***American Red Cross Office***

***22, rue Métellus, Pétion-Ville, Haïti, HT 6110***

***Or at : [amcrosshrrecruitment@gmail.com](mailto:amcrosshrrecruitment@gmail.com)***

***Please notice that only selected candidates will be contacted.***