

Role Title: Regional Cash and Voucher Assistance (CVA) Advisor, Asia

Job Level	4	Job Reference No:	
		Date:	November 2024
Directorate	International	Function	Programmes
Service	Asia Team Nepal	Reports to:	Country Manager, Nepal. And with dotted lines To other Country Managers-Asia, Head of Region (HOR) & the Cash Hub Advisor.

Scale and scope of role

Direct reports	None	Indirect reports	Technical delegates in field operations
Budget responsibility/ accountability	Accountable for budget associated with Asia Cash Preparedness Programme	Accountability for other resources	

Context

The British Red Cross (BRC) helps people in crisis, whoever and wherever they are. We are part of a global voluntary network, responding to conflicts, natural disasters and individual emergencies. We enable vulnerable people in the UK and abroad to prepare for and withstand emergencies in their own communities. And when the crisis is over, we help them to recover and move on with their lives.

We are part of the International Red Cross and Red Crescent Movement (RCRCM), the world's largest independent humanitarian network and are committed to, and bound by, its fundamental principles: humanity, impartiality, neutrality, independence, voluntary service, unity and universality.

Within BRC's International Division, the Programmes and Partnerships Department provides oversight of our partnerships with Red Cross and Red Crescent National Societies and provides support for the development, implementation and review of organisational capacity strengthening, disaster management and longer-term community resilience programming. The department works in partnership externally with National Red Cross and Red Crescent Societies, the International Federation of the Red Cross (IFRC) and International Committee of the Red Cross (ICRC), and internally within a matrix relationship of technical advisers and policy professionals.

Cash and voucher assistance (CVA) is widely recognised as an essential tool in delivering better humanitarian response. Overwhelmingly, people affected by crisis prefer to receive cash over in-kind assistance. It is widely recognised that cash transfers and vouchers can be appropriate, effective and accountable tools to support people affected by crisis while stimulating local livelihoods, economies and markets. CVA also plays a transformative role in enabling choice, participation, and a sense of dignity for the people at the heart of our work.

As the use of CVA programming in humanitarian response has grown significantly over the last decade, the Movement has made strong commitments to the scale-up and mainstreaming of cash assistance and is one of the key actors delivering cash worldwide. It is recognised that adequate preparedness and organisational institutionalisation of CVA are critical pre-requisites for a National Society to rapidly deliver cash – being prepared is key. This includes investment in building and sustaining organisational capacity and integrating cash into tools, systems and procedures; it requires staff capacity, as well as active leadership support, internal and external coordination, and effective communication.

Movement partners are increasingly working together to improve the capacity of National Societies to implement CVA programmes and initiatives. BRC has a longstanding commitment to supporting locally led cash initiatives, with the scaling up of cash across the Movement a core priority in BRC's updated International Strategy 2025-2030. In the Asia region, BRC will continue to bolster existing National Society organisational and operational preparedness for impactful CVA delivery, prioritising the contexts in Bangladesh, Nepal, Afghanistan and Pakistan. Some of our partners in the region have well-established CVA processes and capacities, while others are at an earlier stage in their cash preparedness journey. Our primary goal is to ensure that our partners are well-prepared to implement cash programmes effectively, whether for small, medium, or large-scale projects and activities with BRC and among Movement and external humanitarian partners.

Our Values and Principles

Our values (compassionate, courageous, inclusive and dynamic) underpin everything that we do. As a member of the Red Cross and Red Crescent Movement, the British Red Cross is committed to, and bound by, its **fundamental principles**: humanity, impartiality, neutrality, independence, voluntary service, unity and universality.

Diversity

At the British Red Cross, we are looking for the right people to help us provide support to millions of people affected by crisis. We want our team to reflect the diversity of the communities we serve, offering equal opportunities to everyone regardless of age, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

Diversity is something we celebrate, and we want you to be able to bring your authentic self to the British Red Cross. We want you to feel that you are in an inclusive environment, and a great position to help us spread the power of kindness.

Purpose of the role

This is an exciting opportunity to work in a key regional position in support of BRC's and the wider Movement's ambitions to support scaled-up and quality CVA in several critical contexts across the Asia region, in line with BRC's International Strategy 2025-2030. The position will be under the direct supervision of the BRC Country Manager, Nepal and with dotted lines other Country Managers & Head of Region (HOR). The CVA Advisor will work closely with colleagues at UKO, the Cash Hub and with other BRC and Movement CVA resources in the region, particularly the Norwegian RC who are part-funding this position.

The Asia CVA Advisor will:

- Provide strategic and technical support on CVA preparedness (NSD for CVA), programme design and implementation to National Societies in Bangladesh, Nepal, Myanmar, Afghanistan and Pakistan, working in close coordination with existing BRC and Movement CVA resources available in the region.
- Support with defining the CVA strategy for BRC in Asia, and our overall regional direction.
- Support BRC Asia team in the implementation of their new strategic approach to CVA in the region, linking with the new BRC International Strategy 2025-2030.
- Support the BRC Asia team on the implementation of bilaterally- and multilaterally supported RCRC Movement CVA programmes.
- Provide support to the Movement and partners for cash delivery in emergencies and develop the capacity of the national societies in Cash Readiness.
- Strengthen BRC's resource mobilisation and reporting in relation to CVA in Asia.
- Support and facilitate learning on sectoral uses of cash assistance by working with National Society partners to test tools, simulations and pilots, and promote knowledge sharing.
- Enable and ensure among BRC's partners in Asia access to key CVA guidance and tools, capacity strengthening, knowledge sharing and learning, peer-to-peer exchange and coaching on CVA.
- Ensure partnership, coordination, cooperation and networking with Red Cross and Red Crescent Movement partners in the region and beyond where relevant.

Key responsibilities

1. Cash and Voucher Assistance Preparedness (CVAP) / NSD for CVA

Support BRC and Norwegian RC and other partner National Societies in the region on their CVAP journey:

- Support on advocacy on the use of CVA and the relevance of investing in CVAP, including developing feasibility studies, after action reviews, and case studies.
- Support closely on the analysis and planning of new CVAP processes.
- Support on applications of core CVAP methodology and tools, including facilitating organisational capacity self-assessment and development of a CVAP plan of action.
- Support on implementation of CVAP plans, including mid- and end-term reviews of progress and other activities to capture learning.

2. Technical support on the design, implementation, M&E and reporting of CVA interventions

- Provide technical guidance and support to agreed partner National Societies and RCRC Movement Partners on the implementation of BRC-supported CVA programmes
- Act as BRC focal person for cash in emergencies across the region providing technical support to all Host National Society and BRC relevant staff. The Asia CVA Advisor might be deployed if agreed and needed in case of emergencies' situations require so and previous discussion and approval of his/her line manager.
- Advise on and review project documentation and related quality assurance requirements including programme guidance and tools, standard operating procedures (SOPs) and monitoring and learning frameworks and tools
- Support the design, planning, implementation, M&E and evaluation of CVA pilots or programmes supported by BRC, ensuring CVA systems, procedures, processes and tools are institutionally integrated.
- Advocate for and seek to ensure community engagement and accountability good practice across supported CVA programmes, building on local capacity and emphasising dignity in humanitarian action, and alignment with Core Humanitarian Standards and BRC's Safeguarding policy and approach.
- Strengthen resource mobilisation and reporting in relation to CVA in the region.

3. Capturing learning and sharing knowledge

- Working together with Movement's Asia CVA Community of Practice, document key learning on the cash preparedness process with National Societies in the region, including developing case studies to profile and highlight good practice and lessons learned.
- Meet regularly with Norwegian RC representatives to share progress updates and exchange ideas.
- Promote and support the implementation of the concepts of Labs, Hubs, Field Schools and other innovative approaches and methodologies in cash preparedness.
- With the support of the Cash Hub and other Red Cross Red Crescent Partners, promote CVA guidance and tools, knowledge sharing and learning, and peer-to-peer exchange amongst Movement CVA practitioners in the region.

4. Coordination

- Engage and collaborate closely with key Movement CVA resources and coordination platforms to ensure cooperation, cross-learning and mutually supportive CVA activities in the region – including Asia CVA Community of Practice and the IFRC's Asia CVA regional coordinator and thematic lead.
- Work with and update in-country key stakeholders on implementation and progress periodically and use the Movement and external platforms when necessary.
- Support agreed partner National Societies with their communications and advocacy capacity in CVA, and their participation in cash working groups and other coordination forums as necessary.
- Liaise technically with the Cash Hub, and BRC's Global Emergencies, Surge and Technical Advisory teams and Norwegian RC as required.

Leadership Behaviours

- Authentic, consistent and honest.
- Actively listens and allows others to be heard.
- Adaptable to changing needs, pressures and opportunities
- Empowers others based on their skills and expertise.
- Dynamic, inclusive, compassionate and courageous.

Team Member

- Actively participates in all team meetings.
- Supports other team members
- Works and behaves in accordance with all BRC policies, procedures and in line with our Values in Action.
- Upholds the fundamental principles of the Red Cross and acts with integrity, in accordance with the Society's values (inclusive, compassionate, courageous and dynamics)

The duties and responsibilities described are not a comprehensive list and additional tasks may be assigned from time to time that are in line with the level of the role.

Pre-engagement checks

- **England and Wales – Disclosure and Barring Service (DBS)** – Required No
- **Drivers Check** - Required –No

International roles only

If you have been living outside of the UK we will request international police checks in lieu of a UK criminal record check.

International Police Check	Yes	
International Driving License for manual cars	Yes	

Person Specification

Requirements			
Evidence obtained through Shortlisting (S), Interview (I), Assessment (A)			
Knowledge and Skills	S	I	A
Essential			
• Higher level academic qualification (master's degree level or equivalent work experience)	x	x	x
• Good knowledge of cash assistance within the international humanitarian system or international development context.	x	x	x
• Fluency in English		x	x
• Proven technical expertise within humanitarian cash assistance	x	x	x
• Knowledge of cash preparedness and cash readiness concepts	x	x	x
• Understanding of integrated approaches to disaster preparedness & response	x	x	x
• Understanding and use of various recipient registration methods and systems	x	x	x
• Knowledge of feedback and response mechanism, including appropriate methods of recipient communication and channels.		x	x
• Ability to analyse both quantitative and qualitative data and interpret information to communicate to and persuade decision makers / different audiences, both written and verbal		x	x
• Negotiation and influencing skills		x	x
• Experience of designing and implementing cash and voucher assistance and market-based interventions in emergency relief and recovery contexts	x	x	x
• Good project management skills	x	x	x
Desirable			
• Proven experience in influencing others at a policy level around a thematic area for change	x	x	x
• Experience of effective National Society Development including building their capacity in cash assistance	x	x	x
• Knowledge of RCRC Movement CVA tools and guidance	x	x	x
• Understanding of CVA stakeholders in the NS, RCRC Movement, government, private sector	x	x	x
Experience			
Essential			
• Demonstrable experience of working in a relevant role or sector	x	x	
• Experience of providing cash assistance advice and support within a project / programme / area of responsibility.	x	x	x
• Experience in the coordination of teams to collect and analyse CVA related data and ensuring findings feed into the overall disaster management response	x	x	x
• Experience of establishing effective relationships to influence and enable decision making.	x	x	
• Experience of designing and delivering capacity strengthening, including on the job training and coaching of national and international staff and volunteers on CVA	x	x	
• Experience of working with the International Red Cross and Red Crescent Movement	x	x	
Additional requirements			
Essential			

<ul style="list-style-type: none"> Ensures inclusive practice, challenges discrimination and promotes diversity in line with our Equality, Diversity and Inclusion (EDI) policy. 	X	X	X
<ul style="list-style-type: none"> Upholds the fundamental principles and acts with integrity, in accordance with the Society's values (inclusive, compassionate, courageous and dynamic). 	X	X	X
<ul style="list-style-type: none"> Ensures inclusive practice and promotes diversity 	X	X	X
<ul style="list-style-type: none"> Willing to travel overseas and operate in a physically demanding working environment 	X	X	X
<ul style="list-style-type: none"> Willingness to work out of office hours when necessary. 	X	X	X
<ul style="list-style-type: none"> Values in Action 			
<p>Dynamic - We move forward as one team.</p> <ul style="list-style-type: none"> Every day, we're adapting, innovating and learning. When the unexpected happens, we are calm, quick and efficient. We respond smartly, using clear processes and systems. <p>Compassionate - We stand for kindness.</p> <ul style="list-style-type: none"> People come first, no matter who or where they are. We have genuine, open-minded conversations. Together, we're a united force for good. <p>Inclusive - We are open to all.</p> <ul style="list-style-type: none"> We treat each other with dignity and respect. Every person's uniqueness is valued, supported and celebrated. Our individual backgrounds and experiences make our organisation stronger. <p>Courageous - We are bold.</p> <ul style="list-style-type: none"> We show our strength by doing the right thing. We aren't scared to test our creative ideas. As humanitarians, we go the extra mile to help people in crisis 			

We guarantee an interview to disabled candidates (as defined in the 2010 Equality Act), who meet the minimum shortlisting criteria in the advertised person specification and apply under the disability confident scheme.