

## IFRC Disaster Response Emergency Fund (DREF) Anticipatory Action Officer (Staff on Loan)

<b>Job Level</b>	<b>Int Grade 4</b>	<b>Kornferry Function</b>	<b>N/A</b>
<b>Directorate</b>	<b>International</b>	<b>Function/Service</b>	<b>N/A</b>
<b>Direct Reports</b>	<b>None</b>	<b>Indirect Reports</b>	<b>N/A</b>
<b>Line Manager Title</b>	<b>Senior Officer DREF Anticipatory Action</b>	<b>Budgetary Responsibility</b>	<b>N/A</b>

Our Leadership Framework defines the leadership standards we want to see at the British Red Cross. It shows what great leadership looks like. Our goal is to create a great workplace and deliver excellent services to our users. [Our Leadership Framework - RedRoom](#), along with [Our values and behaviours - RedRoom](#) and Fundamental Principles, helps everyone understand how the leadership capabilities relate to their role and context.

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. You can read more about [Equity, Diversity & Inclusion \(EDI\) at the British Red Cross - RedRoom](#) here.

It is expected that this role works in line with the IFRC [NSD Competency Framework](#)

Role description:	
<b>Purpose</b>	<b>Purpose</b>
	<p>The IFRC DREF Anticipatory Action Officer (Staff on Loan) leads key workstreams contributing to the effective delivery, quality and continuous improvement of the anticipatory pillar of the IFRC Disaster Response Emergency Fund (DREF). The postholder provides advanced technical and analytical support across the Anticipatory Action and imminent DREF operations, ensuring coherent, timely and evidence-based decision-making throughout readiness and activation of Early Action Protocols, and drives coherence between anticipatory action and response operations. The role operates with significant autonomy, shaping guidance, improving operational processes, and ensuring consistent application of anticipatory approaches across multiple regions.</p>
<b>Key Responsibilities</b>	<p><b>1. Management of Anticipatory Action (AA) and Imminent DREF Operations</b></p> <ul style="list-style-type: none"> <li>Lead the end-to-end technical review, quality assurance, and decision-support processes for imminent DREF requests and selected response DREF requests (particularly those linked to AA operations and drought response), ensuring evidence-based decision-making and alignment with IFRC standards</li> <li>Oversee and coordinate multi-stakeholder implementation of priority imminent DREF operations, identifying risks, resolving issues and ensuring operational coherence across regions.</li> <li>Drive strategic transition planning between anticipatory, imminent and response phases, identifying systemic bottlenecks and proposing procedural improvements.</li> <li>Lead the development of a dynamic prioritisation framework for EAPs requiring enhanced support, informed by risk modelling, performance analysis, and operational readiness assessments.</li> </ul>

	<p><b>2. Early Action Protocol (EAP) Support and Activation</b></p> <ul style="list-style-type: none"> <li>Provide advanced technical leadership to IFRC Programme Managers and National Societies during EAP readiness, activation, amendments, and post-activation processes.</li> <li>Lead technical reviews of new and revised EAPs, synthesising multi-disciplinary feedback and ensuring methodological consistency</li> <li>Strengthen and champion the integration of Information Management, risk forecasting and early warning systems into operational decision-making</li> <li>Drive improvements in trigger monitoring systems by identifying data gaps and liaising with technical teams to enhance forecasting accuracy and operational readiness.</li> </ul> <p><b>3. Learning, Analysis, and Capacity Strengthening</b></p> <ul style="list-style-type: none"> <li>Contribute technical expertise to learning reviews, operational analyses, and after-action processes, producing evidence-based recommendations to strengthen AA and imminent DREF performance.</li> <li>Synthesise complex operational evidence and translate findings into global guidance, tools, and policy recommendations.</li> <li>Design and deliver advanced capacity-strengthening interventions, including technical trainings and peer-learning formats for regional and national partners.</li> <li>Identify systemic issues and propose innovative approaches to improve efficiency, consistency and quality across the DREF AA portfolio.</li> </ul> <p><b>3. Reporting, Coordination and Representation</b></p> <ul style="list-style-type: none"> <li>Lead cross-departmental coordination mechanisms to ensure integrated support between AA, preparedness and response teams</li> <li>Drive improvements in internal and donor reporting, ensuring high quality analytical products that inform strategic decision-making.</li> <li>Act as a senior technical focal point for regional and national stakeholders, providing authoritative advice, troubleshooting guidance and direction.</li> </ul> <p>The 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.</p>
<b>Know-how</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Relevant post-graduate university degree or equivalent experience</li> <li>Advanced technical knowledge of anticipatory action, disaster risk financing and disaster management systems within the IFRC and the Red Cross Red Crescent Network</li> <li>Good understanding of the global humanitarian environment</li> <li>Experience in narrative and financial reporting and proposal writing</li> <li>Excellent communication and organisation skills</li> </ul>

	<ul style="list-style-type: none"> <li>Advanced analytical skills, including ability to interpret risk data, forecasting products, or operational performance information.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>Basic Delegates Training Course (BTC), World of the Red Cross and Red Crescent (WORC), IMPACT or equivalent knowledge</li> <li>Technical training in Disaster Risk Reduction / Disaster Risk Management, including Early Warning, Early Action systems and disaster preparedness for response.</li> <li>3 years' experience in humanitarian sector technical level related to one of the following areas: Disaster Management or Disaster Risk Reduction programming, institutional preparedness capacity strengthening initiatives, emergency response operations or Early Warning Early Action systems</li> <li>Experience in designing or overseeing Early Action Protocols or disaster risk financing mechanisms</li> <li>Good command of another IFRC official language (French, Spanish or Arabic)</li> </ul>
<b>Additional Requirements</b>	

<b>Pre Engagement Checks</b> <b>Bold as required</b>	
DBS- England & Wales	Adult/ Child/ Adult & Child Workforce/ <b>None</b>
PVG- Scotland	Adult/ Child/ Adult & Child/ <b>None</b>
Access NI- Northern Ireland	Vulnerable Adult/ Child/ Vulnerable Adult & Child/ <b>None</b>
Driver Check	<b>Yes/No</b>
<b>International Roles Only</b>	
International Police Check	<b>Yes/No</b>
International Driving Licence for manual cars	<b>Yes/No</b>

Role Reference		Review Date	

*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.*