

# Cash and Voucher Assistance Delegate (Embedded) - Ukraine

|  |  |  |  |
| --- | --- | --- | --- |
| **Job Level** | Overseas Level 5 | **Job Reference No.** | TBC |
| **Role review date** |  |
| **Directorate** | International | **Function** | Ukraine Crisis Response |
| **Service** | MENA Europe Regional team | **Reports to** | URCS Deputy Director General (Programmes) |

## Scale and scope of role

|  |  |  |  |
| --- | --- | --- | --- |
| **Direct reports** | n/a | **Indirect reports** | n/a |
| **Budget responsibility/**  **accountability** | n/a | **Accountable for other resources** | n/a |

Context

We help anyone, anywhere in the UK and around the world to get the support they need if crisis strikes: connecting human kindness with human crisis. 

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 Red Cross and Red Crescent global humanitarian network.

Our values and principles

[Our values](http://www.redcross.org.uk/About-us/Who-we-are/Our-values) (compassionate, courageous, inclusive and dynamic) underpin everything 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](http://www.redcross.org.uk/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 out 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

The role will be embedded in the Ukraine Red Cross Society (URCS) at national committee level in shaping and rolling out its vision for Cash and Voucher Assistance (CVA) at scale and locally. The delegate will provide technical support and thought leadership to national CVA programmes; actively participate in the RCRC movement cash coordination architecture; and lead on technical areas at the request of URCS and the cash working group, of which URCS has been elected co-chair. While embedded within URCS, the delegate will work closely with IFRC, ICRC, BRC and other Partner National Societies (PNSs) to ensure well-coordinated and complementary technical support to URCS.

Key responsibilities

**Capacity Building of URCS in CVA**

* Provide CVA recommendations to inform strategic and operational decision making as well as provide support to implement the URCS ‘One Plan’ and the IFRC CVA strategy. Participating actively in any future revision; and working closely with URCS and partners to effectively support URCS CVA positioning and ambitions across humanitarian and recovery phase
* Provide CVA technical assistance, coaching and mentoring to support quality and accountable cash responses at scale, especially those building on Memorandums of Understanding (MOUs) with Government partners, cash at-scale in de-occupied areas and linkages with existing Government Social Protection schemes as well as collaboration with different stakeholders, such as Red Cross Red Crescent (RCRC) Movement and external partners
* Support URCS to deliver quality and accountable CVA at scale and national level, fostering the use of CVA as an operational modality to meet basic needs and support sectoral outcomes (shelter, livelihoods, etc.) that often require collaborative and integrated approaches
* Support the progress of the URCS Technical Cash Working Group (TCWG) TOR objectives and workplan; and working closely with other CVA staff from URCS, IFRC, PNSs and ICRC present in Ukraine to collaboratively strengthen URCS CVA in areas of coordination, quality CVA, capacity building, Information Management (IM), learning and innovation. This entails ensuring that URCS has adequate processes and systems in place, harmonized guidance, and tools, and that there are collective efforts to support a common approach to CVA capacity building, while supporting quality CVA delivery that is accountable complies with the different donors’ requirements
* Feed into planning, exchanges and learning of URCS, IFRC, PNSs, donors and other additional stakeholders
* Represent URCS when/as required in meetings, workshop, consultations, webinars, etc.

**Co-chairing the UN Cash Working Group**

* Provide coaching/mentoring to the URCS national staff to perform the URCS Ukraine CWG co-chair role; working closely with the other CWG co-chairs in provision of key inputs to the Humanitarian Response Plan (HRP), Humanitarian Needs Overview (HNO) and funding allocations, ensuring regular participation and representation in CWG and Inter-Cluster Coordination Group (ICCG) meetings
* Ensure that URCS and RCRC Movement partners in country are aware of CVA related technical, operational and strategic discussions and decisions within the CWG, ICCG and Humanitarian Country Team (HCT)
* Co-facilitate with the URCS CWG co-chair, facilitate internal consultations and discussions with CVA URCS/RCRC Movement and/or, when relevant, with other national actors engaged in CVA, to develop joint recommendations and positions that should be brought to the CWG

**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 and scope of the role.

Pre-engagement checks

Criminal Records

Type of criminal record checks required for this role

|  |
| --- |
| England and Wales – Disclosure and Barring Service (DBS) |
| * Enhanced – Child and Adult workforce |
| Scotland |
| * Protecting Vulnerable Groups (PVG) – Adult and Child |
| Northern Ireland |
| * AccessNI – Enhanced Vulnerable Adults and Children |

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | Requirement | Evidenced obtained through Shortlisting (S) Interview (I) or Assessment (A) | | |
| Knowledge and Skills | Essential | * Technical/professional knowledge within the areas of cash and markets, preferably within the Ukraine context * Solid understanding of the international humanitarian sector with a focus on integrated programming, participatory planning, and local institution capacity building, with knowledge of appropriate gender, equity and diversity programming approaches * Proven skills of managing and coaching teams in multi-faceted projects, including mentoring, coaching, training and building the capacity of national and local staff and volunteers * Understanding of the key issues relating to delivering cash at scale and skills to address them * Highly developed analytical and communication skills and ability to assimilate and process information for wide-ranging audiences * Fluent written and spoken English * Working knowledge of Russian or Ukrainian | S  S  S  S  S  S | I  I  I  I |  |
| Desirable | * Post graduate level of vocational or technical qualification within a specialist technical or professional field relevant to response or recover programming including cash and markets * Proven skills in operational planning, budgeting, monitoring and reporting * Acquaintance with Federation DM tools (FACT, RDRT, ERU, VCA, PECT and others) | S  S  S | I |  |
| Experience | Essential | * Demonstrable experience of working in a relevant role or sector preferably within the RC/RC Movement * Experience of establishing effective relationships to influence and enable decision making * Experience with a range of cash transfer delivery mechanisms * Experience coordinating and advocating to external stakeholders including government, NGOs, UN and Donor organisations | S  S  S  S | I  I  I |  |
| Desirable | * Experience of delivering training and/or capacity building Experience of working with the International Red Cross and Red Crescent Movement * Experience in working in insecure environments with mobile populations * Knowledge and experience of RC/RC National Societies both as host NS and participant NS * Experience of successful institutional fundraising and managing donor relations and adequate narrative and financial reporting | S  S  S | I  I |  |
| Additional requirements | Essential | * Upholds the fundamental principles and acts with integrity, in accordance with the Society’s values (inclusive, compassionate, courageous, and dynamic) * Ensures inclusive practice, challenges discrimination, and promotes diversity in line with the BRC’s [Equality, Diversity and Inclusion (EDI) policy](https://www.redcross.org.uk/about-us/how-we-are-run/our-policies/equality-and-diversity-policy) * Contributes to a culture of safeguarding and protection from sexual exploitation, abuse and harassment |  | I  I  I |  |