Climate Resilience Execution Agency for Dominica (CREAD)

TERMS OF REFERENCE

Disaster Risk Management Specialist

DESCRIPTION

Following the devastation caused by Hurricane Maria in September 2017, the Government of the Commonwealth of Dominica (GoCD) established a specialized, autonomous entity, the Climate Resilience Execution Agency for Dominica (CREAD), to lead the thrust to make Dominica the first climate resilient nation in the world.

CREAD is funded by international development partners, and has a clear focus on identifying, prioritizing, developing and implementing transformational projects that build strong communities, a sustainable economy, durable infrastructure and critical supporting systems to make Dominica more resilient. It operates at the highest levels of professionalism, integrity and efficiency, and works closely with key strategic and operational partners from the public, private and social sectors to deliver results.

OBJECTIVES

The Disaster Risk Management Specialist (DRMS) will provide technical and advisory support to CREAD to facilitate the implementation of activities under the first pillar of the Climate Resilient National Plan. The DRMS will be responsible for providing professional input to help improve the disaster risk management profile of all sectors in Dominica. The DRMS is expected to play a leading role in facilitating the establishment of systems that will help Dominica mitigate the impacts of natural disasters, as well as lead advocacy and resource mobilization efforts in this area.

RESPONSIBILITIES:

- Provides support for the development and implementation of a strategic approach to disaster risk reduction in all areas;
- Works with the Office of Disaster Management to review and improve protocols for disaster preparedness;
• Provides support to public sector agencies to assist with disaster risk mitigation, particularly in the areas of agriculture, tourism, health, education, housing, water, energy and small and medium sized businesses;
• Maintains close coordination and linkages with public and private sector agencies to ensure their work contributes to the national disaster risk reduction agenda;
• Works closely with key stakeholders such as NGOs, community associations, faith-based organizations and private sector agencies to help develop capacity in disaster risk reduction;
• Oversees the needs assessment and the provision of training and capacity building of pertinent government officials and key stakeholders on disaster risk reduction;
• Provides support and guidance for the gathering of data and information needed to undertake effective monitoring and evaluation of disaster risk reduction interventions;
• Assumes a lead responsibility for the organization of meetings, conferences, seminars and training workshops related to disaster risk reduction;
• Provides material and resources for input into a comprehensive, effective climate change awareness and educational campaign focusing on climate change adaptation and disaster risk reduction, as well as the economic impacts of natural disasters;
• Monitors and supervises the production of disaster risk reduction awareness publications and guidelines on best practices in disaster risk reduction;
• Provides assistance to the Communication Specialist in the development and production of audio-visual kits and other educational material on disaster risk reduction;
• Participates in post-disaster emergency missions, including post disaster needs assessments or damage and loss assessments;
• Provides training to relevant local personnel in the conduct of post disaster assessments;
• Provides support to authorities in the mobilization of recovery resources and design of recovery plans, including Emergency Recovery Loans;
• Performs other duties and functions as assigned by the CEO.

QUALIFICATIONS:

• A post-graduate degree in public policy, international development studies, social science, disaster management, or related fields.
• At least 5 years of relevant experience in disaster risk management or related areas.
• Experience with portfolio management, program monitoring and evaluation systems.
• Strong ability to analyze and resolve issues cross cutting areas of specialization, with an understanding of how solutions affect the overall work program strategy.
• Effective communication and inter-personal skills and proven ability to work in a team and intercultural environment, with minimal supervision.
• Demonstrates ability to establish and maintain effective working relationships with a wide range of stake-holders;
• Sound judgment and the ability to work with minimal direction;
• Self-motivated, with the ability to work under pressure;
• Very strong communication skills;
• Fluency in English;
• Creative and pragmatic approach to problem solving;
• Well-organized and strong attention to details.

CREAD VALUES:

Objectivity
Being consistently data-drive in its analysis, and impartial in its recommendations on the path forward for Dominica.

Commitment to Impact
Striving to make a difference in the lives of as many Dominicans as possible, and to leave a lasting legacy after CREAD’s 4-year life

Transparency and Collaboration
Operating with integrity and openness, such that Dominicans have insight into CREAD’s strategy, activities and performance. Working closely with critical segments of Dominican society to ensure that CREAD’s efforts are representative, relevant and impactful.

Leadership
Inspiring Dominicans, as well as people beyond our borders, to set stretch goals, ask hard questions, and take bold decisions that help achieve sustainable development and climate resilience.

Good Citizenship
Encouraging all staff to make a difference outside its business operations, by supporting activities that build stronger communities and protect the environment

LOCATION, START DATE AND DURATION OF ASSIGNMENT

The role will be based in Roseau, Dominica with an expected start date is 1 April 2019. The initial assignment will be for a period of two (2) years, with the possibility of renewal.

EXPRESSION OF INTEREST

Interested applicants should submit a cover letter motivating their application, a CV of no more than 4 pages, the names of two references (who would only be contacted if the application were to progress to final stage), by January 17, 2019 via email only to: hr@creadominica.org