

# JOB PROFILE



<b>JOB TITLE: Humanitarian Support Personnel – Emergency Food Security and Livelihoods</b>	
<b>International Division, Humanitarian Department</b>	<b>JOB FAMILY: Programme Technical</b>
<b>SALARY: £20,730 - £26,910 net per annum</b>	<b>LEVEL: Global level C1</b>
<p><b>Team Purpose:</b> The Emergency Food Security and Livelihoods team supports Oxfam GB's regional and country programmes to, prepare for, rapidly respond to, and recover from, major food crises and informs Oxfam GB's policy, campaigning, advocacy, media and communications work.</p> <p><b>Job Purpose:</b> To assist country programmes to rapidly scale-up in response to major food crises, to build capacity of country programme staff and to ensure that Oxfam captures and implements learning from emergency responses.</p>	
<p><b>REPORTING LINES:</b>  <b>Postholder reports to:</b> Senior Food Security Advisor in Oxford. Whilst on deployment they will report to the designated Project Manager or Programme Co-ordinator.  <b>Staff reporting to this post:</b> National programme staff depending on deployment.</p>	
<b>BUDGET RESPONSIBILITY:</b> Dependent on deployment.	
<p><b>DIMENSIONS:</b></p> <ul style="list-style-type: none"> <li>• May matrix manage staff in specialist disciplines, often from a distance, or project manage, including leading a small team in own specialism.</li> <li>• Diverse and complex problem-solving, requiring professional knowledge field experience and an understanding of development and humanitarian work.</li> <li>• Problem-solving and analysis often involves difficult decision-making with no precedent, although difficult decisions taken with manager.</li> <li>• Advice and problem-solving often given over distance with limited information.</li> <li>• Information sources are diverse, ranging from academic research to data collection in programme and non-programme areas and often requires a judgement on credibility and accuracy of the information.</li> <li>• Knowledge required includes broad understanding of and their relevance to own specialism.</li> <li>• Decisions on programmes, especially if adviser involved in assessment, can be fundamental to whether a programme takes place, and its shape, size and quality.</li> <li>• Decisions in research and development – are important for Oxfam's capacity for humanitarian response, and the profile of a particular aspect of policy work.</li> <li>• Short, medium and long term planning is required in the context of changing priorities.</li> <li>• Contacts are with wide spectrum of clients, often external.</li> </ul>	
<p><b>KEY RESPONSIBILITIES:</b></p> <ul style="list-style-type: none"> <li>• To carry out food security and livelihoods assessments and nutritional surveys amongst emergency affected population to advise on appropriate food security, livelihoods and nutrition programming. Recommended interventions should aim to both save lives and protect livelihoods as part of a practical integrated programme. In</li> </ul>	

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many instances, this will involve determining the scope for linking emergency food security interventions and Oxfam's longer-term sustainable livelihood interventions and actively implementing such programme links.

- To assist programme managers in writing proposals for humanitarian programming which have a food security, livelihoods or nutrition component. This often involves writing the first draft of proposal (including the budget and log frame).
- To implement, adapt, monitor and evaluate humanitarian food security, livelihoods and nutrition programmes. For example, food security monitoring or nutritional surveillance, general food distribution (targeting, system of distribution, ration planning, monitoring), supplementary feeding, other food or cash based interventions (food for work, cash for work, cash or food vouchers), market interventions, agriculture or livestock support.
- To act, on occasions, as a local project manager. This will include representation, coordination and budget management responsibilities and may include briefings to the media (supported by the media office).
- To recruit, train and supervise food security, livelihoods and nutrition staff when on deployment, and build the capacity of other Oxfam staff.
- To carry out Food Security & Livelihoods Advisory tasks or represent Oxfam in sectoral meetings, as requested by the Senior Advisor.

## **SKILLS AND COMPETENCE:**

### **Essential**

- A degree in nutrition, agriculture, veterinary science, or equivalent in food security knowledge and experience (which may include cash based or market interventions).
- Extensive overseas experience, of which a substantial part should involve recent emergency food security work.
- An understanding of relief and development issues relating to risks to livelihoods and livelihood support, food security in natural and conflict related disasters, as well as acute malnutrition.
- Proven practical experience in two or more of the following: food security assessments and nutritional surveys, agriculture and livestock interventions, food and cash based interventions, general food distribution and targeting.
- Proven experience of field based training.
- A sound understanding of the importance of gender in humanitarian work.
- Sensitivity to cultural differences and the ability to work in a wide variety of cultural contexts.
- Good knowledge of written and spoken English, plus Spanish or French. Portuguese, Arabic or Swahili are also desirable.