



TERMS OF REFERENCE

Position Title: Programme Officer at The Global Resilience Partnership

Duration: Full time (1year FTC)

Salary: 2,830 – 3,350 EUR per month

Start date: Asap

About The Global Resilience Partnership (GRP)

The Global Resilience Partnership (GRP) is a diverse partnership of more than 60 organisations joining forces to build a resilient future where vulnerable people and places are able to thrive in the face of shocks, uncertainty and change. GRP believes that resilience underpins sustainable development in an increasingly unpredictable world. By bringing together a broad range of actors from different organisations and sectors, GRP creates a platform for sharing best practices and promoting learning from each other. For more information on GRP, see <http://www.globalresiliencepartnership.org/>

About SouthSouthNorth

SouthSouthNorth (SSN) supports national and regional responses to climate change through policy and knowledge interventions, partnerships and deep collaboration. We do this by connecting people and information, enhancing capability and mobilising resources to respond innovatively to the challenges and opportunities that climate change presents. SSN leads the Climate and Development Knowledge Network (CDKN), which works to enhance the quality of life for the poorest and most vulnerable to climate change. For more information on SSN see <https://southsouthnorth.org/>, and on CDKN see <https://cdkn.org/>

Role Summary:

GRP and SSN are hiring a Programme officer who will work as part of the GRP Secretariat. The GRP Secretariat is small (10 FTE), diverse international team that convenes and catalyses actions by the Partners and implements specific activities on behalf of the Partnership. The program officer will be hosted by SSN/CDKN and based in Cape Town. **This is an internationally recruited position.**

A significant portion of time for the program officer will be focused on the development of a Resilience Knowledge Coalition (the coalition). The coalition aims to get the best knowledge and practice on resilience used to shape policies, plans and investments to deliver a resilient future. It will deliver this through three core functions: (i) Peer-to-peer learning, (ii) Shaping policy and investment, (iii) Measurement and evidence.



Main responsibilities

- Supporting the design and development of a Resilience Knowledge Coalition – including:
 - Co-ordinate the design, development and implementation of activities and workplans.
 - Ensure members of the coalition are active and contributing in an integrated manner.
 - Support knowledge brokering, including maintaining an online [Resilience Platform](#).
 - Planning and hosting webinars and developing knowledge products.
 - Logistical support / assisting in organizing meetings and events.
- Supporting the design and implementation of GRP Monitoring, Evaluation and Learning (MEL) procedures to enable effecting reporting to donors (primarily USAID at this stage).
- Grantee and partner MEL support through virtual MEL desk and webinars.
- Supports the delivery of tasks on time and within budget.

Qualification requirements

- University degree in a relevant field.
- Minimum of 5 years working experience in the field of international development.
- Strong background in resilience measurement, knowledge brokering and/or MEL.
- Strong experience engaging and communicating with diverse stakeholders from Executives through to grassroots community representatives.
- Experience with online knowledge brokering platforms and/or mobile data collection.
- Experience of working in the Global South – especially in LDCs or SIDS.
- Experience of working with and reporting to different funders and donors from the international development field and ideally with USAID funded programs.
- Adaptive, independent and works well as part of a multi-disciplinary, dispersed and fast-paced team.
- Interest in and understanding of resilience and international development cooperation.
- Excellent ability to express themselves in English, both orally and in writing. Additional languages an asset.
- Availability to travel internationally.

Management arrangement

- Reports to the GRP Design and Impact Lead and SSN Director
- Is part of GRP Programs team, working in close coordination with the entire Secretariat.

Terms of employment

This is a full-time position with a one year contract that is subject to renewal. Start date as soon as possible. GRP strives to be a workplace free from discrimination and with equal opportunities for all.



GLOBAL
RESILIENCE
PARTNERSHIP

SOUTH
SOUTH
NORTH
TOWARDS CLIMATE RESILIENCE

Contact

For questions please contact Simone Verkaart sverkaart@globalresiliencepartnership.org or Geraldine Kwenda talent@southsouthnorth.org. The recruiting process will start from Wednesday 4 November and close on Friday 27 November.

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Application

To apply, please complete the Google Form, upload your C.V. and cover letter via the following link: [Programme Officer Application](#)

GRP is an equal opportunity employer and emphasises the importance of diversity and inclusiveness in the Partnership and the Secretariat. Preference will be given to candidates from the global South.

We look forward to receiving your application!