

## Cluster Coordination Officer

### General description

The Cluster Coordination Officer (CCO) provides leadership and support to the sub-regional and national structures, coordinating the planning, management, and information infrastructure.

Working together with different key partners, the Cluster Coordinator Officer identifies the overall standards and guidelines that facilitate interoperability to ensure that activities are carried out quickly and effectively.

### Examples of duties and responsibilities

- Lead and/or support coordination mechanisms.
- Promote and facilitate active participation from key actors, including, where relevant, government. Involve all relevant partners in needs assessment and analysis.
- Assess, verify, and map emerging assistance needs and protection issues
- Identify key resources and assets. Advocate for the mobilization of resources.
- Undertake advocacy on behalf of the interagency group as required
- Facilitate the development of an agreed inter-agency strategy and monitor its achievements.
- Promote and support adherence to agreed standards. Adapt relevant policies and technical standards to the context of the crisis.
- Establish results-oriented, two-way communication channels between regional level, national level and sub-national coordinator groups (as relevant), to promote, upgrade and strengthen a more standardized response across all affected areas.

### Required qualifications

- Professional technical experience matching the above-mentioned duties and responsibilities.
- A minimum of 3 years international humanitarian field experience.
- Relevant educational background and knowledge of the UN.
- Knowledge and understanding of the complexity related to refugee and IDP situations.
- Proficiency in one (preferable two) languages. English is obligatory, while French or Arabic is an advantage.