

JOB PROFILE

How to Apply for this Job



Background on Tearfund

Who we are: We are a Christian organisation partnering with the local church wherever possible to see change in the lives of those in greatest economic need. We believe poverty is caused by broken relationships with God, others, the environment and ourselves, and working to see those relationships restored is key to how we work. We want to see change that is economic, material, environmental and spiritual. See: Tearfund's [Theology of Mission](#)

Our vision: To see people freed from poverty, living transformed lives and reaching their God-given potential

Our mission: We follow Jesus where the need is greatest, responding to crisis and partnering with local churches to bring restoration to those living in poverty

Our values: We aspire to be courageous, truthful, compassionate, servant-hearted and Christ-centred

Relevant scriptures include: 2 Cor. 5:8-11, James 3:18, Romans 8:18-25, Philippians 4:7, John 10:10, Luke 4:16-21 and Micah 6:8

Tearfund's Application Process

All applications need to be completed online using our online registration form. As you progress through your application, please ensure that you save each section.

If after reading through this Job Profile, you have any questions or want to find out more about our recruitment process, please do not hesitate to contact recruitment@tearfund.org.

In this Job Profile pack we've included a full Job Description as well as a Person Specification. Please ensure that your application clearly shows how your skills and experience meet the requirements for this post.

Tom Price/Tearfund

Job Profile

Job Title	Disaster Risk Reduction and Resilience Coordinator
Group	International group
Team	ECA-Ethiopia
Location	Addis Ababa, Ethiopia
Responsible to	Senior Program Coordinator

Part 1 – Job description

1. Main purpose of the job

Disaster Risk Reduction and Resilience Coordinator will help to ensure there is focused work and support to convene, equip, and connect local churches with other community structures in disaster preparedness, response, and mitigation actions. The Disaster Risk Reduction and Resilience Coordinator (DRR and Resilience Coordinator) will strengthen local and national capacities and support the establishment of efficient and sustainable local structures to promote disaster risk reduction. In addition, the job holder will provide special support to local churches to enhance their involvement in DRR projects, thereby ensuring churches are prepared for and active in disaster risk reduction and management as essential players in the development of and response to their communities. The role will ensure a strengthened network of churches active and connected in disaster risk, preparedness, and management actions.

2. Position in organisation

- Grade: 4
- Reports to: Senior Program Coordinator
- Works closely with; the country team, regional humanitarian matrix team and global disaster risk management team for Tearfund UK and Tearfund Netherlands.

3. Tearfund's Christian culture

We believe that prayer and discernment is fundamental to Tearfund achieving its mission of restoring relationships, ending extreme poverty and transforming lives. As a Tearfund staff member you are expected to:-

- Engage with Tearfund Prays and the Prayer hub
- Lead or participate in spiritual sessions of prayer and biblical reflection within your group
- Be committed to Tearfund's Mission, Values and Beliefs statement and to be actively working and living in accordance with Tearfund's Christian beliefs and theology of mission
- Maintain your own spiritual development, discover your gifts/callings and grow in discipleship

4. Organisational requirements

- All staff are expected to live out Tearfund's values as they represent Tearfund externally
- All post-holders are expected to fulfil their personal objectives set by their line manager, contribute to their team's overall objectives, take responsibility for reviewing their ongoing personal development and maintain an awareness of Tearfund's strategy.
- All Tearfund staff share responsibility to promote and maintain a strong safeguarding culture, including identifying the key actions they should take given their role and responsibilities.

5. Scope of job

Under Tearfund Ethiopia's Crisis to Resilience portfolio, the Disaster Risk Reduction and Resilience Coordinator provides technical support to the Country Office on integrating emergency mitigation, prevention, and preparedness (response and recovery) across the different target locations to strengthen Tearfund Ethiopia's capacity to prevent and respond during disasters. The job holder will be linked to the regional Humanitarian Matrix team and Global Disaster risk management team for Tearfund UK and Tearfund Netherlands with active involvement in learning and experience sharing opportunities with other Tearfund country programs and Tearfund families and active participation in the Tearfund DRR community of practice.

6. Duties & Key Responsibilities

6.1. Programme Strategy

- Design, develop and support implementation of the disaster risk reduction, preparedness, and management contextualised actions within Tearfund Ethiopia's portfolio.
- Lead the development of Ethiopia context specific programmatic and policy tools, communication and resources in consultation with the regional and global teams.
- Contribute to Tearfund's broader thinking and approach to Disaster Risk Reduction and management (DRR/M) capacity strengthening and support the development of guidelines and tools.
- Enhance complementary with Church and Community Transformation (CCT), Economic & Environmental Sustainability (EES), and Reconciled Peace filled Society (RPS) corporate priorities when possible, e.g. to ensure DRR/M programming is included and integrated into new programs
- Coordinate with relevant partners at the community level and other stakeholders to proactively strengthen church and community-focused disaster risk awareness and early warning initiatives.
- Initiate and scale up the Disaster Risk Reduction and management initiatives as appropriate, through partnerships, consortiums, or other modalities, to ensure the church and targeted populations are reached with life-saving disaster readiness interventions.
- Map CSOs and partners involved in DRR/M activities in partner and broker relationships with local faith actors and faith-based partners to solicit their participation and active engagement in DRR/M activities in Ethiopia.
- Develop and promote Tearfund's DRR/M capacity-strengthening approach, tools, methods, and learning at the country level.

6.2. Project / Support function management

- Ensure local churches and communities are prepared for crises and demonstrate their strength as inclusive first responders
- Facilitate the design, implementation and programme delivery of the Emergency Response and Early Recovery projects.
- Support and strengthen the partner's capacity (as directed/identified by the partner) to implement the project deliverables with quality and effectiveness.
- Ensure timely donor compliances; such as reports, budget utilisation, audit, and review/evaluation done on time with quality
- Promote and encourage an openness to welcoming feedback from beneficiaries and communities, and learning from staff and partners.
- Supports 'do no harm' principle and consideration of the environmental impact in emergency and recovery response
- Mainstream EES theology, principles of good practice in all emergency programmes to make programmes environmentally and economically sustainable.
- Help develop and maintain the effectiveness of the Emergency Response Register by providing training and mentoring for the response, particularly at a country and partner level

- Supporting churches and communities, and partnering with faith-based organisations to develop disaster risk reduction and response plans.
- Ensuring increased recognition and participation of local faith actors as they demonstrate their strengths in the humanitarian and DRR space
- Ensure engagement and involvement of local churches, and affected communities, taking into consideration protection, environmental aspects, and context-specific longer-term needs.
- Support the design of new DRR programs, collaborate with CSOs involved in DRR initiatives, and connect them with local churches and faith-based DRR actors.

6.3 External representation

- Contribute to build positive working relationships with local communities, government officials, local churches, UN and where appropriate, donor representatives
- Work independently and with other agencies to build local community acceptance of Tearfund and other humanitarian agencies
- Participate proactively in local and national DRR and Management cluster, technical working group and other relevant meetings and report back to the Country Office

Part 2 – Person specification

Job title: Disaster Risk Reduction and Resilience Coordinator

	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> BSC/BA in Agriculture, Rural Development, Disaster Risk management, Social sciences and related fields of study 	<ul style="list-style-type: none"> MSc./MA in Agriculture, Rural Development, Disaster Risk management, Social sciences and related fields of study
Experience	<ul style="list-style-type: none"> Minimum 5 years of experience in supporting disaster management and emergency response projects Excellent project cycle management skills and experience in NGOs setting. Experience in report writing and monitoring, evaluation, accountability and learning Proven experience in training and capacity building with partner organisations Proven experience in networking and collaboration Proven ability in integral mission, in particular local church-based community initiatives Proven application of good practice standards: i.e, SPHERE, Core Humanitarian Standard and Red Cross Code of Conduct. 	<ul style="list-style-type: none"> Experience managing large scale budgets and finances Experience working with faith based organisations, churches, coalition and consortium partners
Skills/Abilities	<ul style="list-style-type: none"> Good communication and interpersonal skills Fluent in written and spoken English and Amharic Documentation management and ability to use project management tools Time management skills with the ability to meet deadlines Good computer skills (MS Office, Google Suite) 	
Personal Qualities	<ul style="list-style-type: none"> Committed Christian with a personal relationship with God Committed to Tearfund's Mission, Values and Beliefs Flexible and resilient, able to accommodate changing priorities and to remain calm under pressure. Demonstrates sensitivity and skills in working cross culturally. Safeguarding the wellbeing of children and vulnerable adults Servant leadership Willingness to live and travel in basic conditions 	
OTHER COMMENTS: <ul style="list-style-type: none"> Regular travel across cluster countries is a requirement All roles require a DBS/Police check Tearfund is a member of the SCHR Misconduct Disclosure Scheme Personal identification information will be submitted against a Watchlist database to check against criminal convictions as a counter-terror measure 		