

TERMS OF REFERENCE

Crisis Anticipation and Risk Financing Communications Consultant

Background

Start Network is made up of more than 100 aid agencies across five continents, ranging from large international organisations to national NGOs. Together, our aim is to transform humanitarian action through innovation, fast funding, early action, and localisation. The network believes that the biggest systemic problems that the humanitarian sector faces - problems including slow and reactive funding, centralised decision-making, and an aversion to change, means that people affected by crises around the world do not receive the best help fast enough, and needless suffering results.

Start Network is building a Disaster Risk Financing (DRF) system in the Philippines that allows civil society actors in country to proactively manage disaster risks. This is done through the scientific modelling of hazards collaborative development of contingency plans and the establishment of pre-positioned financing to enable earlier, more predictable, and better coordinated assistance to communities affected by predictable disasters.

In the development of the national DRF system, the first phase focused on developing the foundational building blocks from which the appropriate parametric models to monitor risks were developed in the second phase. This initiative aims to explore more predictable trigger-based systems to manage risks that complement and build on the flexible funds on offer through the Start Fund. This program will facilitate the development of implementation channels that are compatible with Start Ready which shall enable Start Network to connect and further develop country-led efforts.

A key part of the vision of the Start Network is to provide more effective and efficient financing models for humanitarian aid. Specifically, to enable a predictable continuum of funding for when risks of different scales and severity start to materialise. The network believes that this will be achieved by layering ex-ante financial instruments to allow NGOs to develop and implement anticipatory humanitarian actions for all hazards in the Philippines.

The national FOREWARN in the Philippines aims to convene humanitarians, risk analysts, and forecasters at the national level to collectively analyze hazard, risk, and vulnerability, and act when thresholds are met. Their work will inform humanitarian financing and response strategies, ensuring that scientifically robust analytical processes are incorporated into project design decisions and resource allocations. Start Network through FOREWARN supports members in developing tools for anticipating various hazards. These tools and other resources can be used by Start Network members and other humanitarians to support the anticipation of crises and to raise Anticipation Alerts.

The Start Network Crisis Anticipation and Risk Finance (CARF) programme is being hosted by CARE Philippines which will be the contracting organization for this piece of work.

Role & Job Description

Start Network, through CARE Philippines, is looking for a communications consultant under the Crisis Anticipation and Risk Financing (CARF) Team who will produce monthly deliverables as needed, including:

- Development of knowledge products for the CARF country programming in the Philippines including brochures, flyers, briefers, reports, & other collaterals
- Conducting interviews and writing articles and press releases for local or national media
- Work with Start Ready Consortium Members in liaising with local media
- Documentation of events and activities of the CARF programmes
- Writing articles for CARF programming in the Philippines for the Start Network Website
- Designing visibility materials in line with donor standards
- Production of slide decks as needed
- Design and publish a quarterly risk briefing in collaboration with the technical specialist
- Supporting the MEAL Officer in maintaining a database of all knowledge products and communication materials related to the CARF programming
- Writing, design, and publication of year-end digital newsletter on progress & accomplishments of the CARF program to be disseminated to Start Network members & other stakeholders

Reporting

The consultant will report to the Country Crisis Financing Advisor and subject to additional oversight from Technical Specialist.

Qualifications

- Bachelor's degree in Communications, Journalism, Digital Marketing, or other related fields
- Strong writer and editor
- Excellent interpersonal and general communication skills
- Experience in conducting interviews and writing web content for development or humanitarian organizations
- Skilled in visual design with experience producing infographics and layouts
- Meticulous and detail-oriented
- Professional and able to comply with deadlines and submit quality outputs in a timely manner

Terms

- Activities will commence upon signing of agreement.
- The consultant will be paid a fixed monthly fee upon submission of deliverables and invoices.
- The initial contract will be for six (6) months with the possibility of extension subject to fund availability
- The consultant will work remotely but will be required to attend onsite events with potential for field travel to cover project activities

Submission

Please submit the following documents:

- Expression of Interest
- Consultant's CV
- Sample works

To: Lia Gonzalo, Crisis Anticipation and Risk Financing Officer
lia.gonzalo@care.org

Deadline of submission is until Jan. 31, 2025, 11:59PM (Philippine Time). Applicants will be screened on a rolling basis until a suitable candidate is identified.

