



VANUATU BUSINESS
RESILIENCE COUNCIL

Job Description:

The Knowledge Materials Consultant will lead in the development of knowledge materials in humanitarian response and coordination. Applications from individuals or consultancy firms are encouraged.

Selection Criteria:

Criteria	Details	Score
General expertise	Minimum of 7 years of senior management and leadership role in humanitarian work.	20
Qualifications of expert (please refer to TOR for detailed requirements)	Masters degree or above in Economics, Public Policy, Management or any relevant field.	20
Experience and previous assignments	Experience in developing policy and or resources for humanitarian use in preparedness planning, response, recovery and network coordination.	30
Assessment of proposed methodology	<ul style="list-style-type: none">• General approach including understanding and incorporating the requirements of the assignment in the proposal;• Knowledge of field and responsiveness to the TOR;• Knowledge of key national, regional and international documents and policies in the field which may be referred to when developing the knowledge materials;• Methodology for completing the assignment, showing step by step, how the expert will work with key stakeholders and available documents to complete the assignment within the required timeframe;• Comments and suggestions on the TOR and identification of bottlenecks / project risks and possible solutions / mitigation strategies.	30

How to Apply

Email Rebecca on rebecca@vbrc.vu to get a copy of the TOR. You can email your application directly to the same email address. Applications close on Tuesday 22 June 2021.