

TERMS OF REFERENCE:

Mini Coordination

1.0 Introduction

The Food Security Sector (FSS) co-ordination in Nigeria is led by the Federal Ministry of Agriculture and Rural Development (FMARD) at federal level, and the State Ministries of Agriculture and Natural Resources (MANR) at state level, the sector is co-lead by FAO and WFP.

The Food Security Sector provides an action-oriented forum for bringing together UN, Government, national and international humanitarian partners to improve the timeliness and impact of appropriate humanitarian food security assistance on the lives of crisis-impacted communities in North-Eastern Nigeria.

Specifically, the Food Security Sector helps to ensure coherent, coordinated and integrated humanitarian responses, driven by the assessed food security needs of the affected population. This is achieved through the following specific activities:

- Regular sector and technical working group meetings held once at Abuja (federal level co-ordination) and twice a month at state level (state-level co-ordination);
- Evidenced-based assessments achieved through the Cadre Harmonise and joint food security assessments;
- Information management and dissemination-co-ordinating the who, what, where and when (4Ws) translated in to maps and gaps analysis, which are shared with partners on regular basis;
- Inter-sectorial co-ordination – co-ordinating with OCHA and other sectors such as Nutrition, Health and WASH.

2.0 Purpose:

The Food Security Sector and coordination in Nigeria is operational at Federal (Abuja) and State level in Maiduguri, in the North-Eastern part of the country, where the humanitarian needs and operations are highest, as well as the presence of food security sector partners.

According to the increasing scale and complexity of food security response operations in North-Eastern Nigeria, the mini coordination is conceived to facilitate the collaboration at micro level between partners

operating in the same location (LGA or Ward) in matters of operational coordination, in particular joint assessments, priority setting, gap analysis and monitoring.

Through consensus, the sector will elect an NGO as facilitator to support the Food Sector Coordination under the overall supervision of the Sector Coordinator. The core function of the Food Security Working Group is the development of sector coordination mechanisms to strengthen humanitarian assistance where critical gaps have been identified.

The mini-coordination cells will have the following objectives:

1. Act as second point of entry for new humanitarian actors into the LGA or ward, after entry discussions with the Sector Coordinator and Sector coordination team
2. Ensure appropriate coordination with all humanitarian partners through regular meetings and interactions with other partners for the Food Security Sector at Ward levels;
3. Keep a database of all partners present in your LGA which is updated regularly with new partners, and departing partners are deleted.
4. Secure commitments from partners at ward level to respond to identified needs, ensuring the appropriate distribution of responsibilities within the LGA/ward, with defined NGO focal points for specific and technical issues;
5. Promote and monitor timely and appropriate emergency response in LGA of facilitation, and representing the interests of the partners that are present in the LGA in discussions and meetings
6. Provide up to date information on the food security situation, local response and gaps within your LGA.
7. Facilitate effective linkages with other relevant sectors (Early Recovery, Nutrition, WASH, Health) in your LGA of facilitation to improve humanitarian integrated response through joint planning;
8. Ensure appropriate links to promote coordination and information exchange with state government institutions at LGA levels, including local civil society and other relevant actors;
9. Improve information exchange and coordination with the larger Food Security sector actors