

TERMS OF REFERENCE
Global Food Security Cluster (gFSC)
Strategic Advisory Group (SAG)

Objective:

The objective of the Global Food Security Cluster (gFSC) Strategic Advisory Group (SAG) is to provide strategic guidance to the gFSC and facilitate accountability to its partners building in particular on the annual review of gFSC performances; oversee the implementation of the [work plan](#)¹, and support gFSC functions as appropriate. The SAG will work closely together with the Global Support Team (GST) and the gFSC Cluster Coordinators who will regularly update the Cluster Lead Agencies (CLAs) on the work of the SAG and the strategic advice provided.

Principles

The SAG aims to support the gFSC in an advisory role. The SAG supports the implementation achievement of the gFSC strategy, highlights new areas of strategic direction for consideration by the GST and engages in substantive discussions regarding the implementation of gFSC work plan.

Roles & Responsibilities of the SAG

Specifically, the SAG:

- Advises on strategic priorities of the gFSC and provides necessary guidance on key Cluster policies, products and work plan.
- Provides necessary guidance to the gFSC to address field-based Cluster needs
- Facilitates inclusive participation of all Cluster partners.
- Reviews the annual reports of the gFSC and provides necessary inputs and feedback.
- Actively engages with TWG chairs (regular meeting as per work-plan), ensures participation of SAG members (or their representative) at WG meetings, identifies the needs of thematic working groups / task teams, ensures coherence of their work with the Strategic Plan, and advises on activation and deactivation of these groups / teams.
- Supports the gFSC with monitoring the performance of Food Security Clusters at the country level through participation in the planning and roll out of the Cluster Performance Monitoring Tool and joint Cluster support missions, (e.g., inter-cluster WG support missions).
- Assists the gFSC with identifying and addressing gaps and trends in humanitarian policy and practice that could affect food security service delivery in sudden onset and protracted crises.
- Assists the gFSC with mobilizing resources (e.g. NGO secondments to gFSC on a particular technical area).
- Assists with the development and approval of agendas for the gFSC Global meetings.
- Supports the development and elaboration of gFSC statements, position papers and advocacy messages.
- Assists the gFSC in defining strategic partnerships with relevant partners.

¹ Day-to-day management and monitoring of the gFSC work plan remains the responsibility of the gFSC Global Support Team
April 2022

Composition of the SAG

The SAG will consist of nine individuals representing different organizations. The recommended composition for the SAG is:

- 1 permanent representative from WFP as the co-lead agency of gFSC (appointed)
- 1 permanent representative from FAO as the co-lead agency of gFSC (appointed)
- 4 representatives from Non-Governmental Organizations (NGO)² (elected by the full members)
- 2 Global Food Security Cluster Coordinators (appointed)
- 1 Food Security Cluster Coordinator/Co-coordinator from the field and elected from among Cluster Coordinators and – where applicable – Co-Coordinators³ (elected by the SAG)

The gFSC SAG should represent, reflect and ensure diversity in its composition: gender, ethnic group, nationality, etc.

Membership Criteria & Commitment

Individuals to be represented on the SAG from a partner agency should have significant relevant work experience at a strategic level along with a solid understanding of the humanitarian sector. Selected individuals commit to represent the interests of the gFSC and not their own agency's interests. The above is valid for both appointed and elected members. Each member is expected to at least dedicate 15-20 days of her/his time for the SAG per year.

National NGO representation

Preferably at least one National NGO should be part of the SAG, elected by global partners following the criteria as per above. The NNGO representative should be engaged in global discussions, policies and strategies and be able to participate to SAG meetings which are conducted in English.

For elected members: Agencies interested in becoming a member of the SAG should submit their application to the Chair of the SAG. The membership will be determined through electoral process, normally held during the global partners' meeting around mid-year. SAG members will serve for a two-year term⁴. Rotation of all members at the same time should be avoided to ensure continuity of the group. If a member decides to leave during her/his tenure, another member of the same agency will replace him. If the same agency is not in the position to propose a new member within 6 months, the SAG will duly inform gFSC cluster partners and organize the election for a new member agency at subsequent gFSC global partners' meeting.

The elected SAG members will nominate the SAG Chair and Co-Chair. They will serve for up to 12 months, which can be extended if agreed upon by the SAG. The SAG chairs should play an active role within the secretariat (e.g. (active participation to meetings, sharing agenda, etc.) and their role can

² 4 individuals to represent 4 different cluster partners. Local NGOs are also invited to apply according to the scope and ability highlighted in the document

³ This person could also be rotating depending on the length of assignment in the field

⁴ To avoid the sudden loss of institutional memory and to encourage wider gFSC participation, a rotational mechanism will be introduced whereby two SAG members could also rotate off / on to the SAG on annual basis.

be specified every year in line with the work-plan.

Convening

The SAG will meet on a monthly basis. Face-to-face meetings will be organized on an ad hoc basis and if organizational policies and security measures allow (health, etc.). Additional ad-hoc meetings/ teleconferences may be called as determined by the Chair / Co-Chair and the gFSC Coordinator. SAG members are expected to attend all meetings.

Accountability & Transparency:

- Decisions made by the SAG shall be taken to the extent possible based on consensus or by simple majority.
- Decisions will be recorded in the meeting minutes.
- Agendas and meeting minutes will be uploaded on the gFSC website.
- The SAG reports to gFSC global partners at the annual meetings on progress and accomplishments against the annual work plan.
- The SAG dedicated email should be regularly monitored.

Performance Review of the SAG

The SAG's performance will be measured against the work-plan, presented during the Global Partners meetings. Questions/ inquiries on the SAG's performance might also be investigated through ad hoc or regular surveys with Global partners.

The ToR will be reviewed every 12 month if deemed necessary and/or requested by a simple majority of cluster partners.