

TERMS OF REFERENCE

Food Security Sector (FSS) Hot-Spot Local Government Area (LGA) Focal Point for Borno, Adamawa and Yobe States

Background

The Nigeria Food Security Sector (FSS) is strengthening the Hot-spot Local Government Area (LGA) Coordination that aims at strengthening context-specific coordination at LGA level that is closer to the people (communities), to support the collective capacity of the Local Government, Local, national and international Non-Government Actors to ensure effective, efficient and accountable humanitarian preparedness, response and recovery from the impacts of the humanitarian crisis. The FSS supported an LGA participatory process which identified a volunteer organization, focal and alternate points respectively to strengthen and enhance the quality of LGA coordination

Purpose.

The overall purpose of this role is to provide support to the LGA coordination structure for FSS partners. The purpose of the LGA coordination mechanism is to maintain close cooperation with Humanitarian partners, UN agencies and I/NGOs involved in food security activities while supporting Local Government authorities. The LGA level FSS coordination will facilitate community involvement and participation, and will enhance mechanisms to enhance accountability to affected populations with context-specific knowledge and experiences. It will streamline local communication, coordination, partnerships and documentation. This will contribute to LGA context-specific solutions and advocacy.

It is expected that the strengthening of the Hot-spot LGA Coordination will enhance LGA context-specific Preparedness, Contingency Planning, Cross-Sectoral Referral Pathway, Stakeholder Engagement (local governments, communities, etc), Accountability to Affected Persons, among others in relation to their local contexts.

Key Tasks for LGA Hot-Spot FSS Focal Point.

To ensure effective LGA level coordination, the FSS LGA focal points will carry out the following tasks:

1. Establish a Contact List for the LGA by collecting the contact information of the following and documenting information on template provided by the Sector:
 - Focal points for FSS partners working in the LGA.
 - Key contacts of LGA Agriculture, Livestock and Fisheries officials and any other relevant organizations as required by local actors

- Investigate and identify a system for information sharing in the district with these focal points with the view to establish a coordination mechanism in preparation for a potential emergency.
- 1. Meet with the Focal Point of the LGA General Coordination and explain the purpose of the coordination set-up, and seek the general Coordination support.
- 2. Ensure awareness of the contingency plan at LGA level among the relevant stakeholders.
- 3. At least one meeting (monthly) with key food security stakeholders (or as required) for updates and brainstorming for local initiatives
- 4. Share regular key updates and advocacy points to relevant authorities at LGA level and FSS Facilitator for support where needed.
- 5. Support LGA inter-sector coordination.
- 6. Provide coordination support to government Local Coordination, Contingency, Assessments and Response Planning and during emergencies

Criteria For LGA Focal Points (And Alternates).

LGA Focal Point mechanism is voluntary for the agencies but not for the person who plays the role.

Agencies may facilitate this mechanism by allocating minimum resources related to the LGA Focal Point operations.

1. Proven presence and capacity at local level
2. Operational relevance in an emergency
3. Demonstrated capacity to contribute strategically and to provide practical coordination support
4. Established linkage and relationships with and the LGA, Humanitarian Partners and the local community.
5. Accountability (capacity / willingness to dedicate time required)
6. Duration of the role is 2 years.
7. Good and proven communication and English skills (reporting experience)

Accountability, Commitment and Duration:

FSS LGA focal points will provide coordination support to local actors while receiving oversight and guidance from the FSS Sector Co-facilitator,

The Volunteer organizations will be voted every two years.



Reporting Requirements:

The LGA focal points are required to report to the FSS Sector Co-facilitator.

For any questions about the requirements of this role or the actual activities to be completed, please contact the FSS Coordinator: Leslie.Odongkara@fao.org and copy in vakika@mercy Corps.org , Alex.Koton@fao.org and Kazeem.Owolabi@fao.org