

**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<sup>1</sup>, support gFSC functions as appropriate. The SAG will work closely together with the Global Support Team (GST) and the gFSC Cluster Coordinator. The gFSC Cluster Coordinator will regularly update the Cluster Lead Agencies (CLAs) on the work of the SAG and strategic advices emerging from SAG deliberations.

**Principles**

The Strategic Advisory Group aims to support gFSC in advisory role. The SAG supports the 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.

**Role & 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 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
- identifies the needs of thematic working groups / task teams, ensures coherence of their works with the Strategic Plan, and advises on activation and deactivation of these groups / teams
- Supports the gFSC for 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 in identifying and addressing gaps and trends in humanitarian policy and practice that could impact food security service delivery in sudden onset and protracted crises
- assists the gFSC in mobilizing resources
- assists in the development and approval of agendas for the gFSC meetings
- supports development and elaboration of the gFSC statements and position papers
- assists the gFSC in defining strategic partnerships with relevant partners

**Composition of the SAG**

The SAG will consist of 7 individuals representing different organizations. The recommended composition for the SAG is:

- 1 permanent representative from WFP as the co-lead agency of gFSC
- 1 permanent representative from FAO as the co-lead agency of gFSC
- 3 representatives from Non-Governmental Organizations (NGO)<sup>2</sup>

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<sup>1</sup> Day-to-day management and monitoring of the gFSC work plan remains the responsibility of the gFSC Global Support Team

<sup>2</sup> 3 individuals to represent 3 different cluster partners

- 1 Global Food Security Cluster Coordinator
- 1 Food Security Cluster Coordinator/Co-coordinator from the field and elected from among Cluster Coordinators and – where applicable – Co-Coordinators<sup>3</sup>

### **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.

Each member is expected to at least dedicate 15-20 days of her/his time for the SAG per year.

Each interested member to be on the SAG should apply for the position. 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 term<sup>4</sup>. 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, s/he will be replaced by another member of the same agency. 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 SAG Chair and Co-Chair will be nominated by the elected SAG members. Duration of the service of the Chair and Co-Chair will be up to 12 months, which can be extended if agreed upon by the SAG.

### **Convening**

The SAG will meet four times per year. Two meetings will be face-to-face and two will be convened virtually. 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 on the basis of consensus or by simple majority
- Decisions will be recorded in minutes
- Agendas and meeting minutes will be uploaded on gFSC website
- SAG reports to gFSC global partners' meetings on the accomplishments of its roles and functions

### **Performance Review of the SAG**

An initial performance review of the SAG functions will be conducted after 1 year done internally by the cluster partners among SAG members, non-members and country Cluster Coordinators, facilitated by the GST, and will be presented in one of the global partners' meeting.

The ToR can be reviewed in 12 month time if necessary and/or requested by a simple majority of Cluster partners.

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<sup>3</sup> This person could also be rotating depending on the length of assignment in the field

<sup>4</sup> To avoid the sudden loss of institutional memory and to encourage wider gFSC participation, a rotational mechanism will be introduced whereby 2 SAG members could also rotate off / on to the SAG on annual basis.