

## **TERMS OF REFERENCE**

### **Background**

The Food Security and Agriculture Cluster (FSAC) in Afghanistan provides an action-oriented forum for bringing together national and international humanitarian partners to improve the timeliness and effectiveness of humanitarian assistance on the lives of crisis-affected population in Afghanistan. In particular, it helps ensuring coherent, coordinated and integrated humanitarian responses that are driven by the evidence-based assessment of food security needs of the crisis-affected population.

In line with the mandate of the global Food Security Cluster (gFSC), and with the approval of the Humanitarian Coordinator, the Food and Agriculture Organization of the United Nations (FAO) and the United Nations World Food Programme (WFP) act as the Cluster Co-Leads in close collaboration with relevant line ministries and other stakeholders. The Cluster Coordinator works on behalf of the cluster as a whole, facilitating all cluster activities and supporting the joint development of a strategic vision and operational framework. He/she also ensures coordination with other clusters in relation to inter-cluster activities and cross-cutting issues. The Cluster Coordinator also has a duty to all partners within the cluster, to act as a representative of the Cluster as a whole rather than solely as a representative of his/her particular agency.

According to the FSAC Terms of Reference, an NGO member of the Cluster should be elected by the Non-Governmental Organization (NGO) members of the FSAC. Appointed Co-Chairs (both co-lead agencies and an NGO selected by an NGO forum) support Cluster operations to ensure the FSAC is functionally achieving effective humanitarian coordination of food security and agriculture response in Afghanistan and representing agreed FSAC priorities. Since the past several years, this has been the practice with FSAC Afghanistan.

### **Terms of Reference for NGO Co-chair Role**

#### **a. Objectives:**

The overall objective is to ensure the FSAC is functionally achieving effective humanitarian coordination of food security and agriculture response in Afghanistan, while the specific objective of the agreement is to ensure an active involvement of the NGOs food security stakeholders into FSAC activities. The three expected results are as follows:

1. NGOs concerns and priorities are adequately represented within FSAC activities;
2. NGOs food security stakeholders are encouraged to participate to FSAC events;
3. FSAC coordination effectiveness is reinforced.

#### **b. Description of Services**

The elected NGO Co-chair will undertake the following activities:

1. Establish regular exchange of information with NNGOs and INGOs mechanisms;

2. Ensure the accountability and transparency of the cluster's decision and work;
3. Link with regional NGO Co-Chairs to understand specific regional concerns;
4. Represent the NGO community at the FSAC national meetings
5. Contribute to the production of FSAC documents (policies, strategies, work plans, advocacy briefs, newsletter) on behalf of the NGO community;
6. Mobilize NGOs to fill in gaps of regional NGO Co-Chairs;
7. Mobilize NGOs to ensure good participation to FSAC events (coordination meetings, working groups, training, workshop, assessments, etc.);
8. Maintain appropriate links and dialogue with national and local authorities, state institutions and local civil society when feasible and in line with any HCT policy on this;
9. Encourage FSAC members to report to FSAC about their achievements;
10. Co-chair National FSAC coordination meetings;
11. Conduct regular field missions to respective regions, provinces, district;
12. Represent FSAC in humanitarian fora (ICCT, working groups, contingency planning and preparedness meetings, etc.) as needed and in coordination with FSAC Team colleagues; and
13. Any other task assigned by FSAC coordinator;

**c. Work plan and Timeframe (Duration)**

The duration of this ToR is from **February 2023 to February 2024**. Most activities are recurrent throughout the ToR period. Yet, below are the most essential events of the Food Security and Agriculture Cluster, up to the end of the year. An active contribution from the selected candidate would then be particularly required for:

1. Support in developing and implementing the Seasonal Food Security Assessment (SFSA);
2. Support in developing contingency planning, strategic response plans including seasonal prioritization; and
3. Support in producing the FSAC strategy and plan for 2023.

**d. FSAC Responsible Officer**

The Cluster Coordinator is the direct responsible officer for this ToR and will follow up with the elected NGO co-chair representative on his/her activities.