

TERMS OF REFERENCE (ToR)

Disaster Risk Reduction Analyst

Strategic Group: Reducing Climate and Environmental Risks

Action Area: Managing Cryosphere and Water Risks

ToR

Position overview

We are looking for a Disaster Risk Reduction (DRR) Analyst to help enhance ICIMOD's understanding of disaster risks to society and measures such as flood early warning for preparedness. Under ICIMOD's focus on disaster and related risks, the DRR Analyst will play a vital role in investigating a changing environment considering its potential impacts on people, livelihoods, infrastructures, and ecosystems within the Hindu Kush Himalaya (HKH).

This role is ideal for an Analyst with excellent understanding of disasters in the region and experience in disaster preparedness, particularly in early warning systems and preparedness. The Analyst will be working closely with and building capacities of HKH institutions to monitor, analyse, and communicate disaster risks. The Analyst should also have good knowledge and understanding of community-based early warning system (CBFEWS).

Responsibilities

The Disaster Risk Reduction (DRR) Analyst will be responsible for delivering results in line with the commitments we have made in our [Strategy 2030: Moving Mountains](#) and our [Medium-Term Action Plan V \(2023–2026\): Embracing Change and Accelerating Impact](#).

The DRR Analyst will work within ICIMOD's Action Area A – Managing cryosphere and water risks and in close collaboration with national, regional, and international partners to support ICIMOD's objectives. This will include supporting the delivery of results within the work we do on disaster risks, especially early warning:

- Conduct thorough research and analysis of existing flood early warning systems and associated technologies, identifying their strengths and weaknesses for informed decision-making.
- Lead the strategic and collaborative design and implementation of innovative flood early warning systems, bringing in innovative and Gender and Social Inclusion (GESI) responsive approaches.
- Support the process to transition from Community Based Flood Early Warning System to Integrated Flood Risk Management approach linking it with forecasting system and Nature based Solution and explore opportunities for scaling.
- Support the development and delivery of multi-hazard risk assessment approaches especially for cascading hazards
- Foster strong collaborative relationships with diverse stakeholders, including government agencies, community organizations, and local communities, actively seeking their valuable input to shape the system's design and ensure alignment with their specific needs and requirements.
- Identify and collaborate with international and regional partners who are engaged in similar work

- Work in close coordination with fellow researchers and designers, ensuring seamless integration of the flood early warning system with other disaster preparedness and response mechanisms for a holistic approach.
- Assess and evaluate the performance and effectiveness of the early warning system, proactively identifying areas for enhancement and making well-founded recommendations for improvements.
- Develop comprehensive reports and engaging presentations that succinctly convey research findings, system design details, and results from rigorous testing and analysis.
- Include sustainability approach, including financial sustainability in all aspects of work.

Minimum qualifications and experience

ESSENTIAL

- Master's degree in DRR or engineering or a related field
- 3–5 years of hands-on experience in DRR with researching and designing flood early warning systems, with a particular emphasis on community engagement
- Ability to conduct modelling and risk assessment. Multi-hazard and cascading risk assessment will be added benefit
- Proficiency in programming languages and software development tools relevant to flood early warning systems, encompassing a deep understanding of their technical prerequisites, data sources, and communication protocols
- Familiarity with disaster preparedness and response systems is advantageous.
- Strong understanding of GESI issues in DRR and experience of application of GESI respective DRR
- Demonstrated strong analytical capabilities, complemented by excellent communication and written skills
- Excellent interpersonal skills but the ability to work effectively both independently and collaboratively within multidisciplinary and multicultural teams

PREFERRED

- Experience working in an international organisation with people from a wide range of cultures and nationalities.
- Working knowledge of, or interest in learning, languages of the HKH region.

Reporting and supervising

The DDR Analyst will report to the DRR Intervention Manager and will work in close collaboration with Action Area A Coordinator and Lead for Strategic Group 1.

Location

You will be working in a cross-cultural, impact-oriented environment at ICIMOD's head office in Kathmandu, Nepal. Occasional Travel in the HKH region will be required. Kathmandu is a lively and exciting place to live. People are friendly, living costs are comparatively inexpensive, food is delicious (with a range of local and international cuisines), and there are good local and international schools and a low crime rate. Nepal offers amazing trekking trails, white water rafting, and safaris, combined with a rich culture and charming yet lively nightlife.

Duration

Two years, with a probation period of six months. There is a possibility of extension subject to performance and ICIMOD's future funding levels.

Remuneration

This is an international position at ICIMOD. Remuneration is commensurate with experience and qualifications. Salaries and benefits at ICIMOD are competitive compared with other international organisations. We offer a comprehensive benefits package, which includes a provident fund, health insurance, severance pay, children's education grant, and paid leave (30 holidays and 10 public holidays per year).

For expatriates, there is a tax exemption in Nepal; they are responsible for their home country's tax payments. Expatriate staff are entitled to housing allowance, annual home leave ticket, shipment of personal effects, and an installation and removal allowance.

ICIMOD's core values

Our core values are integrity, neutrality, relevance, inclusiveness, openness, and ambition. These values are an expression of our culture and are central to the guiding beliefs and principles of our work and behaviour. Our core values will lie at the heart of ICIMOD operations and delivery. They will underpin everything we do and frame how we work with our partners. They reflect our founding intentions and the balances we seek to hold, while equipping ourselves for the future.

Diversity, equity, inclusion, and safeguarding

ICIMOD's human resource selection process is based on the qualifications and competence of the applicants. As an employer, ICIMOD is committed to promoting diversity, equity, and inclusion, and offers equal opportunities to applicants from all backgrounds and walks of life, including but not limited to gender, age, national origin, religion, race, caste, ethnicity,

sexual orientation, disability, or social status. ICIMOD strongly encourages applications from all eligible applicants, especially women, from all parts of the HKH region.

ICIMOD is dedicated to establishing and upholding a safe and nurturing work environment, where all its employees can participate fully and meaningfully without fear of violence, harassment, exploitation, or intimidation. Any type of abuse or harassment, including sexual misconduct, by our staff, representatives, or stakeholders is not condoned or tolerated.

Background to ICIMOD

The International Centre for Integrated Mountain Development (ICIMOD), based in Kathmandu, Nepal, is the leading institute for the study of the HKH. An intergovernmental knowledge and development organisation with a focus on climate and environmental risks, green economies, and sustainable collective action, we have worked in our eight regional member countries – Afghanistan, Bangladesh, Bhutan, China, India, Myanmar, Nepal, and Pakistan – since our foundation.

Entering our 40th year, ICIMOD is perfectly positioned to support the transformative action required for the HKH to face the challenges of the escalating effects of climate change, pollution, water insecurity, increased disaster risk, biodiversity loss, and widespread socioeconomic changes. We seek to raise our ambition to support the required transformative action to step up our engagement through to 2030.

Method of application

Applicants are requested to apply online before 13 November 2023 (11:59 PM Nepal Standard Time) through [ICIMOD Vacancy Application Portal](#).

Only shortlisted candidates will be notified.