POSITION DESCRIPTION – TEAM LEADER

Position Title	Disaster Risk Management Technical Lead	Department	International Programs
Location	Onshore	Direct/Indirect Reports	0
Reports to	Head of International Technical Services	Date Revised	September 2020
Industrial Instrument	Social Home Care and Disability Services Award		
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Job Grade	Job Grade 6	Job Evaluation No:	

■ Sub-Delegation

The sub-delegation (if any) attaching to the position is outlined in the CEO Sub-delegations (as updated from time to time). Any financial sub-delegation of authority may only be exercised where a Finance project code or budget is allocated to that position.

■ Position Summary

The Disaster Risk Management (DRM) Technical Lead is responsible for advising Australian Red Cross on the delivery of high quality and inclusive DRM assistance to people affected by disaster and crises. Working with direction from the Head of International Technical Services, the DRM Technical Lead is responsible for setting the strategic direction for Australian Red Cross DRM commitments, drawing on key stakeholders within Australian Red Cross, the wider Red Cross Red Crescent Movement, and externally.

The DRM Technical Lead provides technical leadership and strategic oversight of the design and delivery of Australian Red Cross supported DRM interventions, ensuring staff, volunteers, delegates and partners have access to and are drawing from appropriate tools and resources and that all interventions are aligned with global good practice and Australian Red Cross strategic direction.

The DRM Technical Lead represents Australian Red Cross in relevant national, regional and global fora and advisory groups, ensuring a two-way flow of information and good practice within and between Australian Red Cross and the wider RCRC Movement and with key external stakeholders, including academia, private sector, policy makers, think tanks.

■ Position Responsibilities

Key Responsibilities

- Lead the development and oversee the implementation of Australian Red Cross' International Programs DRM strategy.
- Build and maintain relationships with DRM specialists across the sector and other relevant stakeholders to ensure Australian Red Cross DRM program practice meets or exceeds sectoral standards and expectations.
- Work with Australian Red Cross International Programs and Domestic teams to enhance organisational knowledge and ensure staff have access to appropriate tools and resources to facilitate high quality, inclusive and climate smart DRM programming.

Position description
Template authorised by: Janice Murphy, National Recruitment Manager
Date: December 2017

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- Contribute to and commission research to strengthen the evidence base to inform Australian Red Cross and Red Cross Red Crescent DRM interventions.
- Facilitate the dissemination of research findings to relevant audiences within Australian Red Cross and externally.
- Develop evidence-based technical position papers and thought pieces to inform DRM policy and practice.
- Contribute to relevant Australian Red Cross and Red Cross Red Crescent advocacy initiatives in Australia, regionally and globally.
- Represent Australian Red Cross in relevant meetings and fora, contribute to the development of technical strategies, tools and resources, and position the organisation as a thought leader in the DRM sector.
- Facilitate learning and knowledge sharing and development initiatives, including peer learning.
- Identify resource mobilisation opportunities and lead/facilitate the development of high quality funding proposals.
- Provide technical guidance on the design and delivery of DRM interventions and participate in reflective and evaluative exercises to draw out lessons learned.
- Where relevant, provide technical leadership on the development/review of delegate competency frameworks; participate in the selection of delegates for Australian Red Cross' delegate roster; and provide technical guidance and capacity strengthening for delegates.

■ Position Selection Criteria

Technical Competencies

- High level strategic, technical and operational skills in DRM planning and programming.
- Significant experience (preferably international) of disaster preparedness/response/recovery/ management programming with Red Cross Red Crescent, NGOs or other similar organisations.
- Demonstrated understanding of climate science and experience in integrating climate change adaptation and mitigation strategies into DRM plans and programs.
- Experience in international humanitarian response.
- Excellent analytical capacity including interpersonal, negotiation and cross-cultural skills.
- High level communication, networking and influencing skills.
- Experience in strategic relationship development and management with Red Cross Red Crescent Movement, sector and external partners and stakeholders, including remotely.
- Demonstrated capacity to conceptualise, design, guide, monitor, evaluate and draw lessons from DRM interventions.
- Demonstrated capacity to write high quality program proposals and reports.
- Demonstrated capability in leading the design and overseeing implementation of research projects.
- Demonstrated capability in writing technical position papers and thought pieces.
- Demonstrated capacity in facilitating trainings and other forms of capacity strengthening initiatives for peers and partners.
- Ability to work strategically, creatively, resourcefully and effectively as part of a team.

Qualifications/Licenses

- Relevant tertiary qualifications
- A Working with Children check is a mandatory requirement for this role

Behavioural Capabilities

- **Personal effectiveness | Solving problems |** Demonstrated ability to use data, knowledge and experience to identify problems potentially impacting teams or programs and proactively develop and implement effective solutions.

- **Team effectiveness | Collaborating |** Proven track record as an approachable leader, supporting and building positive and constructive relationships within teams. Valuing diversity and supporting cultural differences within teams.

- **Team effectiveness | Managing performance |** Demonstrated capability to take ownership of work and use initiative to deliver results. Ability to set performance standards for teams and provide coaching and feedback to ensure standards are met.

- **Team effectiveness | Communicating |** Demonstrated capability to communicate clearly and concisely ensuring messages are understood by all within the team using a range of communication techniques. Ability to express ideas clearly, listen effectively and provide feedback constructively.

- **Organisational effectiveness | Thinking strategically |** Demonstrated understanding of key drivers of success within teams to enable achievement of organisational goals. Ability to think and plan goals in the long term as well as the present.

- **Organisational effectiveness | Innovating and improving |** Demonstrated capability to lead continuous improvement activities and encourage team members to identify ineffective processes and contribute to new ideas and ways of working.

■ General Conditions

All Red Cross staff and volunteers are required to:

- Adhere to the 7 fundamental principles of Red Cross:

  Humanity | Impartiality | Neutrality | Independence | Voluntary Service | Unity | Universality

- Act at all times in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct

- Demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way

- Comply with the Work Health and Safety management system

- Undertake a police check prior to commencement and every 5 years thereafter. Police check renewals may be required earlier than 5 years in order to comply with specific contractual or legislative requirements

- Support a child safe organisation by undertaking screening for suitability to work with children, youth and vulnerable people and to comply with relevant state/territory legislative requirements

- Assist the organisation on occasion, in times of national, state or local emergencies or major disasters