



Table Top Exercise (TTX) Expert - 1 positions

Background and context

The United Nation Office for Disaster Risk Reduction (UNDRR) and the Department of Disaster Management Affairs of Malawi (DoDMA) are implementing the ECHO funded initiative "Strengthening disaster risk resilience through enhanced coordination mechanisms (Malawi and SADC)". The project aims at enhancing coordination for Early Warning Systems (EWS) in Malawi, focusing on the exchange of disaster related data, the use of decision support systems such as myDEWETRA, and intends to contribute to the update and development of Standard Operating Procedures (SOPs) for multi-hazard early warning.

Building on the project's achievements, UNDRR together with DoDMA seek to conduct a Simulation Exercise (SIMEX) to test the entire chain of a functioning flood EWS and the capacity of Malawian institutions to respond to flash or riverine flood events. In this framework, the International Centre on Environmental Monitoring (CIMA) is expected to contribute to the development and delivery of a Tabletop Exercise (TTX) and its connection with the Functional Exercise in the field.

CIMA, within its contribution in the aforementioned activities, is looking for one training expert with at least 5 years' experience in testing existing protocols and standards regarding the overall coordination in the event of a flood and to identify areas of improvements.

The key objective of the contract will be to design, organize and facilitate a TTX with the final goal of testing and mapping the capacity of the Malawian Early Warning System in issuing timely and effective warnings in case of a riverine flood event, using MyDEWETRA as a Decision Support (DSS) Tool. In case a SIMEX should be organized the TTX must be coordinated with the SIMEX activities or any other event that will take place in substitution of the SIMEX.

Expert is required to work on the following tasks:

1. Design the TTX according to the background information provided by the Malawi authorities properly identified on the current and foreseen SoPs
2. Organise the TTX in coordination with UNDRR and the involved Malawi authorities
3. Physically facilitate the TTX in Malawi
4. Reporting on the TTX result preparing a complete report of the mission and of the findings. This should also include the analysis of the gaps in the tested SoPs and recommendation for their improvement.

Key responsibilities

The expert will have the following responsibilities:

- Support coordination in training and TTX implementation;
- Liaise with partners and donors for the implementation of the TTX;
- Participate to the SIMEX organized in the framework of the project or in any other national event organized in place of the SIMEX;
- Prepare TTX reporting and coordinate the collection of contributions from technical teams and partners.
- Facilitate the TTX in presence.

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All tasks should be performed in coordination with other CIMA's experts and under the supervision of CIMA's project manager and reference program director.

The ideal candidates should have the following expected profile:

Education

- University degree on Civil and Environmental Engineer, Geology, Environmental Science, Disaster Risk Management, Political science or equivalent.

Languages

- Full working knowledge of English (written and spoken).

Personal skills

- Good organizer and planner;
- Good attitude to work in teams and sense of initiative;
- Strong attitude for establishing partnership with national and international actors
- Liaison skills;
- Facilitation skills;
- Analytical skills;
- Excellent verbal and written communication skills and capacity to work under pressure and short deadlines;
- Willingness to travel abroad;
- Experience in conducting assessments and/or/research is a merit.

Experience

- At least 5 years of experience in the fields of Early Warning System, Disaster Risk Reduction / Natural Hazards / trainings
- Proved experience in interaction with national stakeholders in charge of disaster risk reduction and management, climate change adaptation, Early Warning System
- Experience and skills in writing reporting and briefs
- Experience in conducting trainings at national and international level
- Experience in capacity development for Disaster Risk Reduction in international context
- Experience and knowledge of African context is considered an advantage

We offer:

- an interesting job in an interdisciplinary environment;
- the opportunity for professional growth and know-how acquisition;
- the opportunity to work in motivated teams;
- the opportunity to work in an international initiative.

Overview of the assignment:

- Location: Home and Field;
- Estimate Duration: 15 days;



- Gross compensation will be about 5.000,00 Euros (excluding VAT and travel expense reimbursement)
- Expected starting date: as soon as possible;
- Responding to: CIMA Foundation;
- Reporting to: CIMA Foundation.

Interested candidates should submit their CV to the email ricerca.personale@cimafoundation.org **The deadline is Tuesday 18th April 2023 time 23.59 (CET). The subject of the email should be: SIMEX Expert - for the UNDRR-Malawi project CUP_B57G22001660005.**

The candidates, after CV evaluation, might be contacted for an online interview. Based on the interview outcomes, a proposal for the position and remuneration within CIMA will be made to the candidates.

Any question related to this call can be directed in English, within 17th April 2023 (23.59 CET), to ricerca.personale@cimafoundation.org.

Savona, 11 April 2023

Managing Director

Luisa Michela Colla

A handwritten signature in black ink, reading "Luisa Michela Colla".

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