



WE ARE HIRING!



World Food Programme

SAVING LIVES
CHANGING LIVES

ABOUT WFP

The United Nations World Food Programme is the **world's largest humanitarian agency** fighting hunger worldwide and the **2020 Nobel Peace Prize Laureate**. The mission of WFP is to help the world achieve Zero Hunger in our lifetimes.

WHY JOIN WFP SOMALIA?

In Somalia, the World Food Programme provides food assistance for nutrition, livelihoods, and relief through the hard work of more than **589 employees** who contribute towards making **Somalia hunger free** in close partnership with local partners.

Vacancy Announcement No. JR106989.

JOB TITLE: INFORMATION MANAGEMENT OFFICER (IMO)

Contract Type/Grade: NOA.

Duty Station: Mogadishu, Somalia

Contract Duration: 12 Months.

Date of Issue: November 13th, 2024. | **Closing Date:** November 27th, 2024.

JOB PURPOSE:

The Information Management Officer (IMO) is a key member of the Food Security Cluster (FSC) Coordination team, responsible for gathering, analyzing, and disseminating information crucial for stakeholders' strategic decisions. The IMO focuses on identifying food security needs, prioritizing affected areas, mapping activities and actors, addressing gaps and overlaps in responses, assessing available resources, and monitoring responses in alignment with plans such as the Humanitarian Needs and Response Plan (HNRP). The IMO will be Reporting to the FAO and WFP FSC Coordinators, the IMO manages the FSC IM Tool, guided by FSC Coordinators and supported by the global FSC IM team. The IMO will serve as a link between decision-makers and technical IM staff, facilitating communication across diverse stakeholders.

KEY ACCOUNTABILITIES (not all-inclusive, within delegated authority):

- Lead the Somalia FSC Information Management team day to day tasks efficiently and effectively.
- Strengthen the FSC IM capacity on monitoring and coordinating with cluster partners on their planned and ongoing responses.
- Support the Somalia Humanitarian Needs and Response Plan (HNRP) preparation: work with the FSC Coordinators and cluster partners to calculate the FSC PiN and severity; provide food security contributions for intersectoral analysis (based on JIAF) including participating in the analysis of the severity of needs and intersectoral PiN definition.
- Support the development, together with the FSC Cluster Coordinators and in consultation with cluster partners, of the FSC response plans, strategy, targets, log frame and financial requirements.
- Support in monthly monitoring of the food security and livelihoods response against the FSC response plans, strategy and log frame.
- Develop and maintain a database of FSC partners' activities (both ongoing and planned). Ensure accurate processing and data cleaning of 5W data, quarterly partner plans, and any ad hoc emergency response data.
- Provide reliable information and analysis for decision-making by conducting district level gap analyses against HNRP targets and PIN, analyzing collected data to identify major gaps in geographic locations, population groups (e.g., IPC phases), levels of assistance (e.g., full vs. partial rations), or any other necessary data analysis.
- Develop and/ or make adjustments as needed to the existing Somalia 5W data collection template, quarterly partner plans, Rapid Needs Assessment (RNA) tools, rapid onset shock response tools (e.g. floods or drought) and any other emergency data collection tools and information management products, such as infographics, PowerPoints, dashboards, and maps, to ensure accurate monitoring of FSC partners responses and plans in Somalia.
- Ensure that regular information products and packages are up to date and distributed to the sub national focal points at state and regional levels.
- Ensure that the information and analyses are visualized and shared through appropriate IM / communication tools and channels: static and interactive dashboards, bulletins / newsletters, sitreps, PowerPoints for Cluster Lead Agencies, partners meetings and donor roundtables, etc.
- Maintain and lead the assessment registry exercises and tracking system for all planned and ongoing food security and livelihoods assessments.
- Create and maintain Somalia IM SOPs, Somalia FSC contact directories, and mailing lists.
- Keep the FSC Somalia webpages up to date with relevant materials and manage the country FSC Somalia SharePoint space and Somalia info email.

- Assist in organizing FSC national and subnational monthly meetings by providing PowerPoints, gap analysis, and other support as required.
- Provide analysis and information management support at the sub-national level when needed.
- Strengthen the capacity of FSC partners through conducting capacity-building sessions for FSC partners on IM topics covering areas such as 5Ws and partner plans, through the regular refreshing sessions and ad-hoc sessions as needed.
- In close consultation with the FSC Cluster Coordinators and the Capacity building Officer, support FSC initiatives, e.g. CCPM (Cluster Coordination Performance Monitoring), quarterly reports, global cluster annual overview, global dashboards, etc.
- Liaise with OCHA and IM Focal Points in other clusters – share information as appropriate and identify and gather information from other clusters which can inform Food Security and Livelihoods response and preparedness decisions.
- Support FSC Cluster Coordinators in an integrated response framework to address both the immediate and underlying causes of food insecurity, developing joint responses in dedicated IM products if/as needed.
- Represent the FSC in the IM Working Group (WG) meetings or other relevant IM WG meetings; Put in place a funding tracking system within the FSC, so as to have up-to-date and reliable information on funding of FS activities (FTS not being very reliable)

QUALIFICATIONS, EXPERIENCE AND SKILLS REQUIRED:

Education: Advanced University degree in Food Security related field, Statistics, Economics, Geographic sciences, Information Technology, Information Systems, Data Management, GIS, and other related fields or first University degree with additional years of related work experience.

Experience: At least 1 year of postgraduate progressively responsively professional experience in in data management and visualization in humanitarian context and experience in food security-related field is highly desirable.

Language Proficiency:

- Fluency (level C) in English and Somali language.

Other Skills

- Strong knowledge of and experience in using advanced Excel and data analysis software, including proficiency with data bases.
- Strong and advanced knowledge of Excel Power Query and experience in maintaining a dynamic consulting system.
- Ability to collect and organize data/information to produce quality maps.
- Knowledge of data visualization and mapping (e.g., ArcGIS, QGIS, or any other mapping tools, PowerBi, Tableau, etc.)
- Ability to present information in understandable tables, charts and graphs.
- Ability to maintain and manage website content for the cluster.
- Data storage and file management expertise.
- Data analysis using statistical software (e.g., R, SPSS, etc.)
- Assessment, Survey, and Monitoring and Evaluation expertise.
- Networking skills.
- Information Technology for website management.
- Communications and technical writing using both graphic and narrative presentations.

This position is open ONLY for qualified Somali candidates. Female candidates are highly encouraged to apply.

Interested and qualified candidates are requested to submit online applications [through Workday](#) using the below links.

- Internal Applicants: [Click here!](#)
- External Applicants: [Click here!](#)



Applications that do not meet the above requirements will be disregarded. Only shortlisted candidates will becontacted.

WFP seeks applicants of the highest integrity and professionalism who share our humanitarian principles.

WFP is an equal opportunity employer, and we are committed to promoting diversity and gender balance.

Selection of candidates is made on a competitive basis.

WFP does not charge any application fees to candidates.

