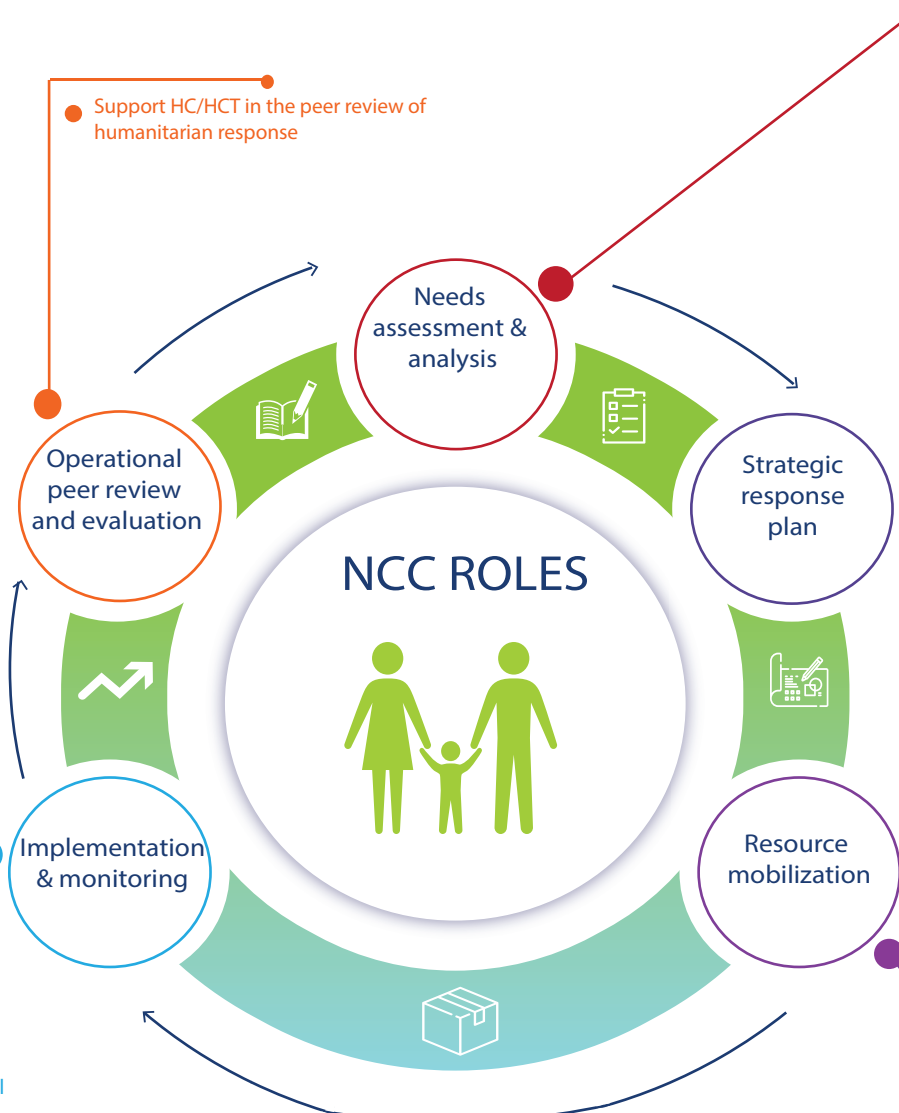


- General tasks:**
- Manage cluster coordination team.
  - Organise regular meetings to coordinate the nut. response and address common challenges
  - Provide strategic leadership to the sub-national clusters.
  - Ensure cluster members contact list is regularly updated.
  - Bring to HCT/HC level nutrition cluster contributions and concerns.
  - Facilitate information exchange within and without the cluster through website, shared drive, communication groups, nutrition bulletins...
  - Proactively engage in relevant strategic coordination mechanism on identified themes (Cash and Voucher assistance, AAP, integration, humanitarian access etc.)
- Preparedness:**
- In collaboration with development actors nutrition related risk analysis is conducted and risk profile is updated periodically.
  - Cluster minimum preparedness actions are determined, implemented and monitored
  - Where the likelihood and impact of hazards is significant, lead development and implementation of advanced preparedness actions..
  - Conduct capacity mapping and lead development of and implementation of a capacity development plan for partners



- Draft/validate a pre-emergency contextual analysis.
- Ensure the development and implementation of the Needs Assessment plan.
- Ensure that a cluster-wide agreed up on standard assessment tools are developed and used.
- Ensure the cluster has a database with the assessment results.
- Ensure that the assessment reports are available widely and in a timely manner.
- Ensure that there is a data quality assurance and validation mechanism is set up under the NC.
- Ensure the cluster has conducted IPC Acute Malnutrition Analysis where appropriate.
- Ensure, in the absence of IMO, 4W, situation, capacity and gap maps are available and updated.
- Lead the development of the needs' analysis, including nutrition sector contribution to the HNO.
- When relevant, aggregate nutrition assessment data from multiple sources.
- Ensure contribution to the intersectoral needs assessments and analysis, including for the HNO.
- Ensure analysis and interpretation of the programme data.
- Ensure affected population are consulted in the planning and implementation of nutrition assessments.
- Ensure assessment findings are fed back to affected population.
- Ensure cross cutting issues (including gender/age, child protection, disability, DRR...) are reflected in the nutrition section of the HNO.
- Contribute to relevant OCHA products (4W maps, HRP progress report, sitreps...)

- Establish/chair a strategic advisory group.
- Define, with cluster members, geographical, population and programmatic priorities.
- Define, with cluster members, solution to cover priorities and gaps.
- Develop a nutrition cluster strategic response plan for HRP and workplan.
- Ensure affected population perspectives and contribution are considered into the NC response plan.
- Ensure crosscutting issues (including gender/age, child protection, disability, DRR, early recovery, local capacity building...) are considered in the nutrition cluster response plan.
- Develop mechanism to avoid project duplication.
- Contribute to the inter-cluster coordination group and to other relevant clusters (health, FSL, ...)
- Lead development of the advocacy strategy for the cluster.

- Develop/implement a NC monitoring and evaluation framework.
- Encourage all relevant actors in the nutrition sector to be part of the NC.
- Set up technical working groups on relevant topics.
- Ensure availability of the latest country specific technical guidance for the NC .
- Provide translation in the local language when needed.
- Provide regular updates to partners on technical (national and global) matters.
- Ensure nutrition cluster members are aware of protection and GBV referral pathways.
- Ensure AAP mechanism are incorporated in the cluster response, monitored and used for decision making.
- Lead the CCPM exercise and the implementation of the action points
- Engage/coordinate with other clusters, initiatives (SUN...)
- Develop and update a NC reporting system with SOP aligned with national ones.
- Harmonise reporting tools and make guidance available.
- Ensure affected population concerns and feedback are considered in the cluster monitor system and analysis.
- Ensure monitoring data are fed back to affected populations.
- Facilitate the collection/sharing of lessons learnt.
- Contribute to evaluations covering partners' project and lead evaluation of the nutrition cluster response.

- A commonly agreed activity per activity costing standard is established and adhered to by partners.
- A commonly agreed HR cost categories are established and adhered by partners.
- Budget the nutrition cluster collective response plan.
- Ensure cluster partners contribute to the FTS online system.
- Provide updates on the level of funding of the nutrition cluster response.
- Highlight funding constraints and priorities at the inter-cluster and HCT level.
- Share and discuss with cluster partners funding opportunities.
- Ensure clear and transparent selection of pooled fund opportunities.
- Support and cooperate with partners on common issues such as supply management, human resources, etc.
- Ensure affected populations concerns have been reflected in resource mobilisation activities.
- Outreach to external actors (donors, private sector, etc.) for advocacy, briefing purposes.
- Lead implementation of the nutrition cluster advocacy strategy and workplan and establish links with targets and allies.
- Oversee supply pipelines for the nutrition cluster members and support agencies in identifying and addressing related challenges to ensure no pipeline breaks.