

Coordination

- Participate in the cluster/sector coordination mechanisms at national and sub-national levels
- Take on leadership responsibilities in sub-national or working groups as needed, subject to capacity and mandate
- Actively participate in nutrition cluster meetings and consistently engage in the cluster's collective work, including providing feedback on draft documents, participating in taskforces, allocating focal points (e.g. for gender mainstreaming, AAP, representation to other clusters, etc.)
- Commit and adhere to humanitarian principles, principles of partnership, cluster-specific guidance and internationally-recognized programme standards (e.g. SPHERE)
- Demonstrate an understanding of the duties and responsibilities associated with cluster membership, as defined by IASC guidance and country cluster ToRs, where available
- Identify major advocacy concerns and collectively undertake nutrition advocacy activities; disseminate advocacy messages to affected communities, host governments, donors, the HCT, CLAs, the media and other audiences
- Promote inter-sector coordination, collaboration and integration within programme implementation to improve nutritional outcomes

Information Management

- Contribute to information exchange in a transparent and timely manner
- Agree and adhere to common definitions, indicators, standards and tools
- Contribute to analysis and interpretation of data when relevant
- Contribute to cluster information outputs (bulletins, newsletters, etc.)

Preparedness

- Participate in risk analysis and monitoring
- Contribute to the establishment of the coordination mechanism; definition of roles and responsibilities of Technical Working Groups, Strategic Advisory Groups, etc.
- Contribute to inter-sector coordination
- Contribute and adhere to the creation and use of standardised tools and methodologies for data collection, analysis, utilisation and interpretation
- Contribute to the design and implementation of contingency plans
- Participate in the development and implementation of national and sub-national capacity development plans, covering both coordination and technical competencies

- Support the nutrition cluster in reviewing its performance and/or in evaluating the delivery of the nutrition response, either as a stand-alone activity or as part of a broader humanitarian operational peer review process



- Co-chair and participate in the Nutrition Information Systems Working Group (if established)
- Develop a common approach to needs assessments (data, tools, methodology) and participate in the development and implementation of joint assessment plans
- Collect and share primary and secondary nutrition data, in line with nutrition cluster data sharing agreements
- Jointly review the quality of data submitted to the cluster and carry out joint data analysis and interpretation
- Ensure that the feasibility of different response modalities (e.g. CVA, in-kind) is considered in needs assessment
- Ensure affected people's views are collected as part of needs assessments
- Ensure cross-cutting issues are included in the needs analysis
- Contribute to the process of inter-cluster needs assessments and analysis
- Contribute to the development of the Humanitarian Needs Overview (nutrition cluster contribution)

- Participate in the nutrition cluster Strategic Advisory Group (if established)
- Support the drafting of the nutrition cluster strategy and workplan, and identify own partner contributions to them; contribute to the development of the Humanitarian Response Plan (nutrition cluster contribution)
- Bring to the attention of the nutrition cluster any issue, challenge or opportunity relevant to the nutrition situation which may inform the nutrition cluster strategy or its revision
- Ensure affected people's views are considered in the development of the nutrition cluster strategy and workplan
- Implement activities and programming in line with the collective nutrition cluster strategy

- During the process of common/pooled fund allocation, participate in the steering committee or SAG meetings on project vetting
- Regularly update the online Financial Tracking System
- Inform the nutrition cluster of ongoing or upcoming projects, and their associated budgets and sources of funding
- Share nutrition supply consumption and forecast with the nutrition cluster to ensure that overall needs for supplies and equipment are identified and anticipated
- Loan nutrition supplies and resources to other partners on a temporary basis, if necessary
- Participate in capacity mapping exercises to support the identification of capacity needs and gaps at the cluster level
- Ensure optimal use of resources by supporting joint value for money analysis (including cost-effectiveness and cost-efficiency metrics) within the cluster
- Reflect activities relating to accountability to affected populations (AAP) in project budgets, to ensure that accountable programming is properly resourced.

Implementation

- Co-chair and participate in relevant technical working groups (such as CMAM WG, IYCF WG, etc.)
- Participate in actions that specifically improve accountability to affected people, in line with the IASC Commitments on AAP and its related Operational Framework; support the nutrition cluster's AAP strategy
- Contribute to the nutrition cluster's response plan and activities, including the implementation of integrated programming for nutrition outcomes and inter-sector collaboration
- Participate in and monitor cluster capacity building initiatives at national and sub-national levels
- Display a commitment to maximising quality and coverage of activities, whilst minimising gaps and duplications
- Mainstream protection into programme delivery (including respect for principles of non-discrimination, do no harm, etc.)
- Mainstream key cross-cutting issues into programming delivery (including age, gender, environment, HIV/AIDs, etc.)
- Commit necessary resources (e.g. senior staff member/cluster focal point) to work with the nutrition cluster to ensure it fulfils its mission and activities

Monitoring

- Participate in joint efforts within the nutrition cluster to harmonise methodologies and tools for response monitoring
- Share relevant information on monitoring of own programmes and transparently raise any issues, challenges or opportunities to the nutrition cluster to benefit collective learning
- Support joint monitoring of nutrition programs, including with staff from the MoH and other local authorities
- Include AAP indicators within nutrition project monitoring frameworks
- Collaborate in joint efforts to improve the monitoring of quality, coverage, equity, adherence to principles and inter-sector integration within the nutrition response