**Terms of Reference**

**Nutrition Cluster Co-Lead (MoPHP/GHO)**

The nutrition cluster approach was adopted and initiated in Yemen in August 2009, immediately after the break-out of the sixth war between government forces and the Houthis in Sa’ada governorate in northern Yemen. Since then Yemen has continued to face complex emergencies that are largely conflict-generated and in part aggravated by civil unrest and political instability. These complex emergencies have come on the top of an already fragile situation with widespread poverty, food insecurity and underdeveloped infrastructure. Since mid-March 2015, conflict has spread to 20 of Yemen’s 22 governorates, prompting a large-scale protection crisis and aggravating an already dire humanitarian crisis brought on by years of poverty, poor governance and ongoing instability. This escalation of the conflict has affected the provision of the nutrition services, and increase the children vulnerability to malnutrition due to the deteriorated access to the safe water supply, food and basic health services, which is further complicated by the increased cost of living.

The Nutrition cluster is currently well established at national level, with five sub national clusters at the zonal level in Hodeidah, Ibb, Aden, Saada and Sanaa, holding regular scheduled meetings and calling extraordinary meetings when necessary. The nutrition cluster is co-led by UNICEF and MOPHP.

For more information on the National Nutrition Cluster, consult Cluster TOR at <https://www.humanitarianresponse.info/en/operations/yemen/document/nutrton-cluster-tor>

Effective and efficient cluster management is a shared responsibility held by all Nutrition Cluster partners. The Sub-national Nutrition Cluster Team, led by the Sub-national Nutrition Cluster Coordinator, are the impartial representatives of the cluster as a whole and are responsible for the day-to-day coordination and facilitation of the work of the cluster.

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The Nutrition Cluster Coordination team at sub-national level consists of

* Nutrition Cluster Coordinator from UNICEF
* Nutrition Cluster co-lead from MoPHP/GHO
* Nutrition Cluster co-coordinator, from an NGO
* Nutrition Cluster Information Management Officer from UNICEF.

Modifications to the composition of the Coordination Team are possible, subject to partners and cluster lead agencies agreement.

The overall purpose of co-chair is to co-lead cluster meetings and improve the timeliness and impact of appropriate humanitarian nutrition assistance for crisis-impacted communities and to strengthen the collective nutrition outcomes of the response.

The Nutrition Subnational Cluster Co-lead will be expected to work with the Nutrition Subnational Cluster Coordinator and co-Coordinator in leading Nutrition subcluster meetings. The Chair will ensure that partners participate in, assume their minimum commitments to the Nutrition Cluster and place Affected Populations at the centre of action.

 Specifically, the Nutrition Cluster Chair will:

1. Open and co-lead sub cluster regular meetings
2. Review the agenda and add agenda points as needed.
3. Review the meeting minutes which are drafted by the subcluster team
4. Follow-up on all actions that are defined during the meeting.
5. Ensure and re-iterate the importance of presence and active participation of all partners
6. Support all partners in challenges that they may face when supporting service delivery to women and children in communities.
7. Provide regular updates to other line ministries (including MoPiC) on Nutrition sub cluster initiative to promote advancement of activities and multi sector initiatives.
8. Lead and/or co-lead, coordinate and conduct Nutrition needs assessments with the Nutrition partners and other sectors in particular, but not limited to, WASH Nutrition, Food Security and Protection.

**Responsibilities and accountabilities**

The Nutrition sub-Cluster co-lead is expected closely collaboration with the with the Nutrition Cluster Coordinator, co-coordinator and Nutrition Cluster Lead Agency (CLA).

The Nutrition sub Cluster co-lead is a leadership role for coordination, technical development and delivery of response in emergencies. It is not a decision-making role as this leadership is kept neutral and represent the wider humanitarian nutrition community.

Overall accountability for cluster performance rests with UNICEF as Cluster Lead Agency.

Avoiding Conflicts of Interest

* Individuals in the Nutrition co-lead position should act, and be perceived, as impartial and fair representatives of the cluster, not as representatives of their organization or institution.

Expected Commitments from MoPH, UNICEF and the NGO co-coordinator should work together per the ‘Principles of Partnership’, endorsed by the Global Humanitarian Platform.

**Dispute resolution**

The relationship between the chair, cluster lead agency, cluster coordinator, co-coordinator and cluster partners should be based on transparency, respect and a commitment to resolve disputes by mutual agreement.

The Cluster Coordinator, Cluster CO-lead and the NGO Co-coordinator commit to joint decision-making in all aspects of cluster management, strategy and activities. In specific cases the Cluster Lead Agency maintains the right to take a final decision given that it is directly accountable to the Humanitarian Coordinator.