

## Terms of Reference

# IASC AAP Results Tracker Data Support

**Reports to:** Collective Accountability Manager

**Consultancy Purpose/objectives:**

To map, collect and visualise the data flows required to deliver the IASC AAP Results Tracker by October 2022

This consultancy will:

Identify and map the data flows from global data sources for the Inter-Agency Standing Committee (IASC) Accountability to Affected People Results Tracker indicator dashboard, hosted on PowerBI

Liaise with global data sources including but not limited to IASC/OCHA, UNHCR, Ground Truth Solution and REACH to support the joint interagency efforts on collection, analysis, visualisation, and mapping of AAP data.

Based on the mapping, coordination, and analysis provide recommendations to support the rationalisation of the result tracker indicators.

Liaise with OCHA Corporate Reporting Services in the Information Management Branch – Information Services Section of OCHA and provide recommendations on best practice related to data collection, mapping, and visualisation in Power BI.

Explore automatisation of data collection, provide recommendations for data source owners to set up data endpoints for API access where applicable.

The consultancy will focus on five priority responses for field testing the Results Tracker in 2022: Bangladesh including Cox's Bazar, Lebanon, Turkey (Gaziantep Cross-border response), Somalia, and Ethiopia, initially focussing on Bangladesh and Somalia.

**Background:**

CHS Alliance on behalf of the IASC is leading on developing an Accountability to Affected People Results Tracker based around the 9 CHS Commitments. The AAP Results Tracker aims to bring together a range of data to provide an overview of Accountability to Affected People at the response level to support RCs/HCs to plan, monitor and advocate to strengthen AAP. The Results Tracker draws on data held by global data sources including but not limited to IASC/OCHA, UNHCR, Ground Truth Solutions, REACH to create a Power BI dashboard for each Humanitarian Response.

**Deliverables:**

1. Liaise with global data sources to update the Results Tracker with 2021/ 2022 data from data sources

2. Provide recommendations to reduce duplication and support the rationalisation of the indicator database
3. Review, evaluate, and improve the existing tools and methodology for collecting and managing data for the results tracker
4. Document the data history and data collection methodology for the Results Tracker Indicator database
5. Develop guidance and recommendations for sustainable data collection process
6. Provide recommendations on the data collection processes for 2022/23
7. Support the evaluation and analysis of these specific datasets through robust statistical analysis.
8. Provide recommendations on the development of best practice data standards for the results tracker

**Stakeholders/Key Contacts:**

**Internal:** Collective Accountability Manager; Verification Manager; Verification Data Officer / Manager

**External:** Inter-Agency Coordinator Community Engagement and Accountability (IFRC); OCHA Corporate Reporting Services; Data leads at IASC/OCHA, Ground Truth Solutions and Reach

**Timeline/total number of days for consultancy:**

*30 – 40 days to be agreed based on workplan submitted by consultant*

**Administrative support / logistics:**

This consultancy will be remote and home-based. Support from the CHS Alliance Secretariate shall be discussed with the Collective Accountability Manager and HR. Ideally, the Consultant should have prior experience in working with OCHA / IASC Information Management Branch – Information Services Section of OCHA to deliver this consultancy successfully.

**Consultant profile**

- Previous relevant experience with OCHA/ IASC Information and Data Management Processes
- Excellent information management skills, including statistical analysis, data collection, data management, and visualisation (e.g., Excel, PowerBi)
- Good understanding of REST APIs
- Demonstrated experience in creating accessible data visualisation using PowerBi
- Strong IT skills, in particular with Excel and dashboards
- Excellent analytical and writing skills: ability to draft clear and concise briefs, reports and recommendations.
- Understands the value of high-quality humanitarian data for accuracy, consistency and comparability
- Familiarity with an online, remote working environment (e.g. Office 365, MS Teams, Zoom)
- All consultants need to abide by the CHS Alliance Code of conduct, safeguarding policy and data protection policy.<sup>1</sup>

**Terms and conditions:**

**Type of contract:** Consultancy Agreement

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<sup>1</sup> These policies will be shared for signature with the successful candidate

**Starting date:** As soon as possible

**Travel:** None

**How to apply:**

Interested candidates should submit their applications by email to: [recruitment@chsalliance.org](mailto:recruitment@chsalliance.org)

Applications shall include in one PDF document a **CV and an application letter detailing daily amount of your fees and examples of similar work undertaken**

Please mention **your name and the title of the consultancy in the subject line**

**Deadline for applications:** Friday 29<sup>th</sup> April 2022

**Important information:**

The person shall be registered as a consultant in their country or work for a consulting firm.

Please note that we will require two references from consultants.

We would also like to draw your attention on [our complaints mechanism](#) which can be used by our consultants or to report complaints about our consultants.