

JORDAN REFUGEE RESPONSE LIVELIHOODS WORKING GROUP

Terms of Reference



1. Background

The Jordan Compact from the Syrian Donor Conference held on 4 February 2016 in London includes the issue of livelihoods for Syrian refugees as a key focus area. There is a need for both day-to-day operational discussions and longer-term planning in this regard. In February 2016, the Inter-Agency Task Force (IATF) decided to establish a Livelihoods Working Group to enhance operational coordination among agencies supporting Syrian refugees in Jordan with livelihoods programmes.

The creation of the Livelihoods Working Group under the IATF will: contribute to formalised sharing of available information on refugees in UNHCR databases (such as ProGres and RAIS) with partners; strengthen coordination of the livelihoods activities both in urban and camp settings; and inform partners in Amman about livelihoods programmes shared by the respective field-level livelihoods coordination structures.

2. Objectives

The Livelihoods Working Group aims to:

- Share information, good practices and research on livelihoods projects and economic opportunities available to refugees who live in Jordan, with the aim of mainstreaming interventions in the country's resilience and development agenda.
- Map livelihoods projects in the refugee component of the Jordan Response Plan (JRP)/ Regional Refugee and Resilience Plan (3RP) through the ActivityInfo database.
- Improve targeting for livelihoods projects by discussing existing vulnerability assessments (VAF), labour market studies and socio-economic analysis conducted in the country.
- Promote referrals and ensure complementarity of activities amongst agencies, NGOs and other organizations implementing livelihoods activities in Jordan.
- Ensure adequate targeting of host communities and ensure that targeting promotes coexistence of Jordanians and Syrians.
- Function as the IATF reference for camp-and field level livelihoods coordination structures in developing specific guidelines and initiatives for livelihood programming.
- Guide, support and facilitate planning for the inter-agency appeals for the refugee component of the JRP/3RP.
- Monitor and evaluate the progress on the livelihoods projects in the refugee component of the JRP/3RP; ensure timely reporting related to the inter-agency appeal for the refugee component facilitated by the Inter sector coordination unit.
- Consult on and align communication with refugee communities on issues linked to access to legal employment;
- Support and create synergies with the JRP Livelihoods Task Force led by the Ministry of Labour.
- Discuss and develop advocacy strategies;
- Advocate for and guide resource mobilisation through relevant mechanisms or calls for proposal from donors.
- Collaborate with sectors - especially basic needs - bridging between humanitarian and development actions, and (higher) education to promote vocational training that leads to

employment. Exchanges amongst working groups will allow, for example, to include former cash recipients in livelihoods projects targets, advising on viable training that leads to employment.

3. Modalities

- Membership of the Livelihoods Working Group is open to operational actors interested in coordinating livelihoods activities impacting Syrian refugees in Jordan. This includes international organisations, UN agencies, representatives of relevant line Ministries, donors, research entities, civil society and private sector actors.
- At field level, livelihoods coordination structures should exist as long they are relevant and needed. Field-level coordinators are welcome attend the LWG meetings and share updates.
- The Livelihood Working Group is co-chaired by a UN agency and/or an NGO. The co-chair is elected on a bi-annual basis to ensure rotation.
- The group will meet on a monthly basis.
- Minutes of the meetings will be circulated and posted on the UNHCR data portal.

4. Responsibilities of the members

- Participate regularly at working group meetings, to the degree possible by the same individual(s) and with an appropriate level of technical knowledge.
- Share responsibilities for Working Group activities, including needs identification, planning and the development of sectoral tools.
- Proactively share best practices and findings from assessments, monitoring and evaluations
- Engage fully and in a timely manner with standard planning and reporting processes, including responding within 72 hours to queries on duplication and adherence to standards.
- Disseminate the information, guidance, decisions and tools developed in the Working Group within their organisations.
- Ensure structured handover in case they are replaced as focal points by their organizations.

5. Responsibilities of the co-chairs

- Organize and chair the Livelihoods Working Group meetings and facilitate inclusive discussions.
- Promote synergies with other actors active in complementary sectors (with particular regard to Education, Protection, Food Security and Basic Needs).
- Promote coordination amongst partners, ensure decisions are taken in a participatory way and follow up on key decisions and action points.
- Promote the integration of gender, age and disability into discussions and planning.
- Act as focal point for inquiries on the Livelihoods sector, keeping abreast of information on policy shifts, provide technical support to livelihoods planning and support members in accessing funding opportunities.
- Represent the LWG in various fora especially in the Livelihoods Task force core group, and represent the sector within Inter-Sector Working Group meetings as well as in other humanitarian fora/platforms.

All members agree to apply the 2007 Principles of Partnership (Equality, Transparency, Results Oriented, Responsibility and Complementarity) and work together to promote and integrate the “do no harm” principle in their humanitarian response.