

North Area Based Co-ordination Working-group - NCWG Terms of Reference



BACKGROUND

Since the beginning of the Syria crisis in March 2011, Jordan has received Syrian refugees and currently host over 740,762 refugees, mostly from Syria origin (90%), the rest being from Iraq, Yemen, Sudan and Somalia. More than 80% of the refugees' population live in urban and rural areas of the country while some 20% of the total refugee's population is living in Irbid (17.4%), Jerash (1.2%), Ajloun (0.8%) governorates.

More than 10 years after the beginning of the humanitarian crisis, and despite the hospitality of the Jordan government, the refugees still require services and assistance to address their socio-economic vulnerabilities. In addition, the country has experienced an economic downturn for over a decade, linked to regional instability and the Syria crisis, disruption of cross-border trade, and an influx of refugees. The COVID-19 pandemic further exacerbated the pre-existing challenges, including poor economic performance, food insecurity, water scarcity, and weak infrastructure. The unemployment rate has been climbing, reaching a very high percentage among the youth population.

Given the challenges faced by the refugee community it is important that all actors continue to coordinate their efforts towards the main priorities set in the Regional Response Plan and the Jordan Response Plan. This requires strong coordination efforts to map activities and must be inclusive of national institutions and organizations that provide complementary services.

In that sense and to align to the National coordination structure and to address the main priorities for the refugee's response in Irbid and North Area, UNHCR and its partners have set 3 sub working group: Protection, Economic Inclusion and Health. The NCWG will serve as a platform to ensure an overall coordination between all the sectors, provide strategic guidance and strategic interventions such as joint advocacy.

NCWG STRUCTURE

The NCWG is represent Irbid and the north area includes Jarash, Ajloun and Ramtha in one coordination work group to decentralize the humanitarian response and reflect on the national wide planning by inputs and feedback directly to the National Inter- Sector Work Group. While the 3 sub working groups will continue to report to the related National Working groups, they will also update the NCWG and operationalize the strategic directions set by the NCWG.

The NCWG will also be the main platform to prepare the inputs of the humanitarian community to the Irbid Coordination Group which is co-chair by UNHCR and the Irbid Governor with the participation of the NCWG member and key local authorities and local actors to discuss humanitarian and development issues.

The discussion will be mainly in English.

NCWG OBJECTIVES

The North area-based Co-ordination Working Group (NCWG) aims primarily at:

- Sharing key updates of the sub-working groups work to facilitate the delivery and the monitoring of services.
- Informing strategic decision-making for the humanitarian response
- Planning and strategy development
- Developing ad hoc Operational Tools
- Capacity building for partners
- Overall gap analysis
- Joint advocacy

It will develop and provide the necessary support/tools (including up-to date mapping of activities and services available to refugee in northern Governorates) to facilitate the work of the other coordination fora.

The NCWG will meet in a bimonthly basis in Irbid governorate

Ad hoc meetings can be called at short notice in case of specific purposes (e.g. review of strategic documents for advocacy or preparation of the Irbid Coordination Group)

RESPONSIBILITIES OF THE MEMBERS

UNHCR will chair the NCWG with the support of a co-chair represented an NGO actively present and responding in Irbid and North area.

The members will be the chair and co-chair of the 3 sub-working groups, in addition to key other sectors leads such as UNICEF, WFP, FAO, UNDP, UNWOMEN, UNRWA.

3 NGOs will be granted a seat for 1 year (renewable for 1 year) and will be designated among the list of NGOs actively participating in each sub working group, with a strong presence and response in the Northern areas and working on several sectors. The selection will be based on the candidatures received and vote by all the permanent members.

ICRC will be invited as observer.

The level of participation is expected to be at decision-making level and with an overview of the activities of the organization.

The members are expected to:

- Regularly attend the meeting and engage actively in the activities of the NCWG. In that sense the level of representation should be adequate. Besides, once a year, the country director/program manager of the members will be invited to agree on the strategy of the NCWG.
- Participate in the preparation of the meeting of Irbid Coordination Groups and attend depending on the relevancy of the topics defined in the agenda.
- Contribute to the analysis and strategic planning
- Contribute to the elaboration of the updates and advocacy points to be raised at National level
- Promote the strategic orientations within their organizations and in their response in Irbid and North

areas

- Proactively to share best practices and findings from assessments, monitoring and evaluations (especially related to gender, age, disability).

RESPONSIBILITIES OF THE CO-ORDINATORS

UNHCR will co-chair the NCWG with a designated NGOs, elected by the participants for 1 year. The coordinators (Chair and Co-Chair) are equal in responsibilities and obligations to ensure that the coordination between all humanitarian actors and members is in place. The responsibilities are not limited to but including:

- Organize the bimonthly meeting with agenda and circulation of the minutes of meeting
- Facilitate the development of a common strategic framework as well as guidelines for Irbid and north area coordination.
- Promote synergies with other actors active in complementary sectors
- Ensure appropriate coordination with partners in an inclusive and transparent manner, 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 planning, policies and guidelines.
- Act as focal point for inquiries on the area coordination response plans and operations and represent the area within Inter-Sector Working Group meetings as well as in other humanitarian fora/platforms.
- Ensure that related information and updates from other sectors and working groups are shared and circulated within the group members.

NCWG MAIN TASKS

- Sharing information that facilitates the delivery and the monitoring of services.
 - In collaboration with the Inter-Sector Working Group (ISWG) and relevant Sectors (SWG), maintain and disseminate information on main decisions/ orientations discussed at the sector-level and ensure operational feedbacks from Irbid.
 - Provide a platform to share strategic priorities and agree on operational ones specific for Irbid
 - Work in partnership to ensure gap-filling and to enhance accountable, predictable and effective response to the targeted population.
- Informing strategic decision-making for the humanitarian response and Planning and strategy development
 - Promote and supervise inter-agency needs assessments to map out priority gaps and identify key services available in the urban area.
 - Help to identify specific needs categories within the urban population and participate in updating and defining the profile of vulnerabilities in Jordan.
 - Define the key strategic interventions in Irbid and Northern areas
 - Ensure that in all aspects of planning, participatory and community-based approaches are promoted and adopted.
 - Work with all partners to promote the integration of cross cutting issues into the outreach planning and response.
 - Update partners on gaps of intervention, especially in a declining funding context, and

encourage a participatory approach aiming at addressing these gaps.

- Developing ad hoc Operational Tools
 - Promote a platform for service mapping and facilitate the referrals pathways at sector level
 - Share practical tools to visualize (Maps) humanitarian presence and services available by area, in reference to country-wide Information Management platforms
- Capacity building for agencies.
 - Organize and/or coordinate trainings for field officers on key and relevant topics requested by all the partners
 - Keep an updated calendar of the training organized at regional level
 - Share technical documents and work together with technical working group to find solutions to technical issues as required.
- Coordinating with Amman-based coordination mechanisms
 - Coordinate with other area-based groups, with sectors not present in Irbid and with the ISWG for decision making and strategic planning.
 - Improve coordination and linkages with the ISWG and facilitate the information flow between the different sectors. Formal minutes of the Irbid meeting will be shared with the ISWG and SWG chairs for information, follow-up and feedback.
 - Share other information such as assessment results, data-sets, resources and vulnerability analysis.
- Advocacy and preparation of the discussion in the Irbid Coordination Group
 - Based on the response analysis, to prepare joint advocacy intervention with the Amman based coordination groups such as ISWG, JOSH but also the development coordination platform
 - To prepare the agenda and discussion points to be raised in the Irbid Coordination Group with the local authorities and key local actors

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