

Terms of Reference (TORs) for **DISASTER RISK FINANCING**

<u>Position title:</u>	Manager, Disaster Risk Financing (DRF)
<u>Duration:</u>	Contractual Initially for 3 years' extendable performance based Contract.
<u>Location:</u>	NDRMF Headquarters, Islamabad, Pakistan
<u>Reports to:</u>	Group Head, Institutional Capacity Development Group

A. Purpose of the Role / Scope of Work:

The Manager will lead the work and mandate of NDRMF for implementing the “National DRF Strategy”. The scope of work includes coordinating all stakeholders, leading research and development relating to develop & design of different Disaster Financing Instruments, review of policies & aligning developments of instruments accordingly. The Manager will also lead efforts in mobilizing funds, designing financial products, and building partnerships to support the DRF strategy.

B. Duties / Responsibilities:

a) Implementation of DRF Strategy:

- Implement the disaster risk financing strategy aligned with NDRMF’s strategic objectives.
- Lead on R&D work in determining the viability of different disaster financing instruments.
- Design and promote innovative financial products and mechanisms to support disaster risk reduction and resilience building.

b) Financial Product Design and Management:

- Lead work on developing the most viable methodology for the implementation of the Risk Layering approach.
- Lead development of Disaster Risk Financing instruments aligned with the specific context of Pakistan.
- Design, implement, and manage financial instruments such as insurance schemes, catastrophe bonds, and contingent credit lines etc.
- Ensure that financial products are tailored to the needs of different stakeholders and are effective in managing disaster risks.

c) Research & Analysis

- Undertake Research & Analysis for preparing recommendations and options for identifying different financial instruments as specified in the DRF Strategy.
- Conduct research and analysis on disaster risk financing trends, best practices, and emerging issues.

- Produce reports, policy briefs, and other knowledge products to inform NDRMF's DRF strategy and activities.
- d) Funding Mobilization:
- Identify and secure funding from various sources, including development partners, international organizations, and the private sector, to support DRF initiatives.
 - Develop proposals and funding applications to attract financial support for NDRMF's programs and projects.
- e) Stakeholder Engagement and Coordination:
- Engage with key stakeholders, including government agencies, development partners, NGOs, and the private sector, to promote and coordinate DRF initiatives.
 - Facilitate partnerships and collaborations to enhance the effectiveness and reach of DRF mechanisms.
- f) Capacity Building:
- Organize and deliver capacity-building programs and training sessions for NDRMF staff, partners, and stakeholders on DRF concepts, tools, and best practices.
 - Provide technical assistance and support to stakeholders in designing and implementing DRF initiatives
- g) Policy Advocacy and Development:
- Advocate for and contribute to the development of policies and regulations that support disaster risk financing at the national and local levels.
 - Participate in policy dialogues and consultations to influence DRF-related policies and frameworks.
- h) Monitoring and Evaluation:
- Develop and implement a monitoring and evaluation framework to assess the impact and effectiveness of DRF initiatives.
 - Regularly review and update the DRF strategy and activities based on feedback and evaluation results.
- i) Reporting:
- Prepare and present regular reports on DRF activities, achievements, and challenges to senior management and the Board of Directors.
 - Document and share success stories and impact of DRF initiatives within and outside the organization.

C. Knowledge/Skills/Qualifications/Experience:

a) Education:

- Minimum 16 Years of Education in Finance, Economics, Business Administration, Risk Management or a related field of study. A PhD or other

advanced degrees with specific research focused on Disaster/Climate Financing will be an added advantage.

b) Experience:

- Minimum 07 years' of professional experience with 03-05 years' of specific experience in disaster risk financing, financial management, climate finance or a similar role, preferably in the fields of disaster risk management, climate change, or development sectors.
- Proven experience in designing and implementing financial products and mechanisms for disaster risk reduction.
- Strong experience in funding mobilization and partnership building.

c) Skills:

- Excellent communication and interpersonal skills.
- Strong analytical and problem-solving skills.
- Proficiency in financial analysis and modeling tools.
- Strong project management skills with the ability to manage multiple initiatives simultaneously.
- Exceptional writing and presentation skills.
- Ability to work collaboratively with diverse teams and stakeholders