

Terms of Reference (TORs)

Capacity Development and Outreach Expert, NDRMF

- **Position Title:** Capacity Development and Outreach Expert
- **No of Position(s):** One (01)
- **Type / Duration:** Project-based Contract (Initially for Six months)
- **Location:** Islamabad
- **Reports to:** CEO NDRMF

A. Background:

The National Disaster Risk Management Fund (NDRMF) is a not-for-profit company incorporated with the Securities and Exchange Commission of Pakistan, under Section 42 of the Companies Ordinance 1984. It is a government-owned non-banking financial intermediary with a corporate structure. The NDRMF is working for reducing the socio-economic and fiscal vulnerability of the country and its population to natural hazards by prioritizing and financing investments in disaster risk reduction and preparedness that have high economic benefits, taking into account climate change, as well as disaster risks and their impacts. Under the Disaster Risk Financing portfolio, NDRMF aims at improving fiscal management of natural hazards and disasters in Pakistan and achieving fiscal resilience. In this connection, the Fund, in addition to carrying out other projects, is also in the process of developing Pakistan's first Disaster Risk Financing Strategy.

Disaster Risk Finance (DRF) is a growing discipline that addresses the fiscal impacts and economic losses caused by natural hazards (e.g. cyclones, droughts, earthquakes, floods) and supports countries to increase their financial resilience to natural disasters. It is designed primarily to release rapid, predictable funding to governments in the aftermath of a disaster for response, recovery and reconstruction; reducing the economic and fiscal burden of disasters².

The risk modeling work will provide quantitative information on the expected levels of loss for hazard events of varying types, intensities, and return periods, including probable maximum loss curves, which will be positioned on an accessible open-source platform. It will provide the basis for a separate activity to develop a national DRF strategy for Pakistan and pilot disaster risk financing products. The national DRF strategy will identify appropriate tools for each layer of loss, based on multi-hazard loss frequency curves and taking into account the scale of funding required for each layer of loss, the speed with which disbursement of funding is required, and the relative cost-effectiveness of alternative instruments for specific layers of loss. The modelling work will also provide the basis for pricing disaster risk financing products by the insurance sector.

Currently the domestic catastrophe insurance market, for instance, is highly under-developed in part because of limited catastrophe exposure analysis and modeling.

The risk modelling work will also support the prioritization of investments under the National Disaster Management Plan and the National Flood Protection Plan-IV. However, there is a dire need to fulfill the risk modeling gaps for sector and area specific implementation strategy deployment. The National Disaster Risk Management Fund (NDRMF) is committed to supporting the Government of Pakistan in strengthening risk-informed development planning through innovative data systems and tools. The NatCat Data Center is a flagship initiative designed to centralize and analyze hazard, exposure, and vulnerability data, thereby enabling evidence-based decision-making for disaster risk reduction (DRR) and climate adaptation.

The National Disaster Risk Management Fund (NDRMF) has developed the Natural Catastrophe (NatCat) Model as a key tool to assess hazard exposure, vulnerability, and risk across Pakistan. The model serves as an evidence-based decision support system for disaster risk reduction (DRR), disaster risk financing (DRF), and climate resilience planning. As NDRMF continues to engage a diverse range of stakeholders including universities, think tanks, research organizations, the insurance sector, and public and private entities there is a growing need for dedicated, structured training and capacity building efforts to promote the application and adoption of the NatCat model nationwide and globally.

B. Purpose of the role / Scope of Work:

To lead the training and capacity-building component of the NatCat Model by designing, delivering, and managing targeted training sessions for national and international stakeholders. The expert will serve as the key trainer and knowledge conduit between NDRMF and participating organizations, ensuring effective knowledge exchange, institutional linkages, and the development of tailored knowledge products.

C. Duties / Responsibilities

- Develop and implement a comprehensive training and capacity building strategy for the NatCat Model, in line with NDRMF's strategic goals.
- Design, organize, and deliver training workshops, webinars, and presentations tailored to diverse audiences (academia, insurance sector, government bodies, non-governmental actors, development partners).
- Represent NDRMF as the lead trainer at national and international training events, conferences, and knowledge-sharing platforms.
- Work closely with the NatCat technical team to ensure accuracy and relevance of training materials and methodologies and share potential ideas for development of knowledge products based on the NatCat Model.
- Collaborate with the CEO Secretariat and Media Unit to develop and disseminate knowledge products such as training manuals, case studies, explainer videos, policy briefs, and awareness campaigns.
- Facilitate institutional linkages between NDRMF and training participants/organizations to promote continued collaboration and use of the NatCat Model.
- Identify relevant national and international organizations for potential collaboration based on NatCat Model and develop a plan/roadmap for consolidating the partnership between both organizations.
- Maintain a database of trainings conducted, participant feedback, and measurable impact

and prepare post event reports.

- Provide post-training support to participants, including troubleshooting, customized guidance, and follow-up sessions where needed.
- Contribute to the monitoring, evaluation, and continuous improvement of training materials and delivery mechanisms.
- Any other relevant task assigned by the CEO Secretariat and Media Unit.

D. Knowledge/ Skills / Qualifications/ Experience

- Advanced degree (Master's or higher) in Disaster Risk Management, Environmental Sciences, Environmental Physics, Environmental geography, Geoinformatics, Public Policy, or a related field.
- Minimum 7 years of relevant professional experience, including at least 3 years in training, capacity building, or knowledge management roles.
- Proven expertise in disaster risk modeling, hazard mapping, risk communication, or related technical fields.
- Familiarity with geospatial tools (e.g., ArcGIS, QGIS), risk models, and climate/disaster data systems is highly desirable.
- Demonstrated ability to engage and communicate with a wide range of stakeholders, including academia, public and private sectors, and international organizations.
- Excellent presentation, facilitation, and public speaking skills.
- Strong report writing and documentation skills.
- Willingness to travel extensively within Pakistan and participate in international engagements as required.
- Proactive, solution-oriented, and forward-thinking mindset, Strong team player with ability to work in cross-functional settings.
- Capable of managing multiple tasks and deadlines with minimal supervision.
- Committed to innovation, knowledge-sharing, and institutional development.
- Fluency in English and Urdu (spoken and written); additional regional languages are an added advantage.