

EMERGENCY PREPAREDNESS AND RESPONSE MANAGER (EPRM), NEPAL

CARE seeks an **Emergency Preparedness and Response Manager (EPRM)** for the anticipated USAID-funded Round 04 -Nepal Early Recovery, Risk Reduction, and Resilience (ER4) Activity. This Activity aims to reduce disaster risk and increase the disaster management capacity of the Government of Nepal (GoN) as well as highly vulnerable disaster-prone communities in Nepal to mitigate, withstand, respond to, and recover from disasters.

The **EPRM** will be responsible for providing leadership and vision for strategic decisions to leverage resources from other USG and non-USG programs in Nepal to enhance local-level preparedness and resilience to recurrent disasters. The individual will provide leadership in technical multi-sectoral analysis and response design if disaster strikes during the life of this award. The EPRM represents CARE in humanitarian coordination groups and provides advisory support to Nepal's National Disaster Risk Reduction and Management Authority for coordinated and effective response in the targeted province(s).

This activity is expected to be a three-year program with an initial budget of \$9 million, with a potential two-year extension in a second phase, bringing the total budget to \$12 million.

This is a Key Personnel position, subject to USAID approval. It is also subject to project award and funding. This position will be based in Kathmandu, Nepal.

Responsibilities:

- Lead the strategic planning, coordination, and execution of emergency preparedness and response efforts in alignment with USAID objectives, ensuring that safeguarding principles are embedded in all activities to protect vulnerable groups.
- Foster strong collaboration between the Government of Nepal, local, provincial, and district authorities, and vulnerable communities to strengthen disaster risk management and resilience, while ensuring these partnerships uphold CARE's safeguarding standards.
- Convene and facilitate local humanitarian actors in building their Emergency Preparedness and Response Plan (EPRP) capacities, focusing on transitioning responsibilities to local actors for sustainable, community-led disaster response.
- Conduct safeguarding risk assessments for the program and partners, incorporating safeguarding activities into the project plan to mitigate identified risks. Establish feedback and accountability mechanisms at both the program and partner levels to address safeguarding issues promptly, with support from Country Office safeguarding focal points.
- Provide multi-sectoral analysis, guidance, and leadership in designing response strategies during disaster events, maintaining adherence to CARE's Code of Conduct and safeguarding policies throughout all phases of response.
- Leverage partnerships and resources from other USG and non-USG programs to enhance preparedness, disaster mitigation, and safeguarding integration.
- Represent the organization in humanitarian coordination groups, advising the Government of Nepal (GoN) for an integrated and effective disaster response, while advocating for safeguarding practices and the protection of affected communities.

- Hold regular staff meetings with safeguarding as a standing agenda item to encourage discussion and monitoring of safeguarding practices within the team. Promote positive behaviors in alignment with CARE's safeguarding policy and Code of Conduct.
- Monitor and evaluate emergency preparedness and response interventions to ensure compliance with global humanitarian standards, national policies, and CARE's safeguarding policies.
- Influence key stakeholders within the humanitarian and disaster management sectors to promote collective action, enhance disaster response capabilities, and integrate safeguarding measures into collaborative efforts.

Qualifications:

- Master's degree in a relevant discipline such as Disaster Risk Management, Humanitarian Assistance, Resilience, Natural Sciences, or a related field is required.
- Strong understanding of the national disaster risk governance structure and the global humanitarian architecture.
- Demonstrated experience influencing broader humanitarian and disaster risk management actors for collective action and effective disaster management, prior to, and after disasters.
- 5+ years of experience in disaster risk reduction, humanitarian assistance, or emergency response programming, with a focus on multi-sectoral projects.
- Experience working in Nepal is highly desirable.
- Excellent communication, negotiation, and representation skills, with the ability to work effectively in humanitarian coordination groups and advisory capacities.
- Fluency in English (spoken and written) and fluency in Nepali are required.
- Strong oral and written communication skills; excellent demonstrated intercultural, interpersonal, and negotiation skills.
- Demonstrated commitment to PSHEA (Prevention of Sexual Exploitation, Harassment, and Abuse).
- Demonstrated commitment to principles of Diversity, Equity, Belonging, and Inclusion (DEBI).
- Ability to travel within the Nepal as required and as security conditions allow.

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