**Terms of Reference**

**DHN Open Data Coordinators for the Ebola emergency response**

The DHN have been actively working with the humanitarian community on responding to the Ebola crisis.

 **Member organisations of the DHN are:**

* Providing numerous translations to assist in communicating with the affected population
* Building a single source of health facility information to provide the fundamental operational dataset for health facilities
* Compiling a Secondary Data Review covering the wider humanitarian impacts of Ebola
* Mapping and pcoding settlements

To ensure clear links to the end user community, members of the DHN established the Ebola IM/GIS skype group and its associated Coordination Spreadsheet which has hundreds of members and is actively in use both in the field and remotely. The DHN have received reports from stakeholders that:

‘*this has dramatically improved the sharing of GIS data and the communication between organisations... we have seen collaboration and the sharing of data and capabilities between divergent organizations, geographies and time zones because of the forums and conversations facilitated by this group*’.

However, the longevity and intensity of this response will make it hard to sustain this output without dedicated, paid coordinators.

 **The requirements of the posts will include:**

* Good understanding of the DHN and its member organisations
* Experience in project management
* Experience coordinating volunteers
* Ability to work remotely and remain self-motivated
* Understanding of the complexities of field working
* Database development and GIS skills
* Ability to liaise with field teams requesting DHN support
* Good reporting skills

 **Key stakeholders/end users:**

* The key stakeholders are the main responding organisations including:
	+ UNMEER
	+ WHO
	+ Field based NGOs

 **Outputs will include:**

* Maintenance and promotion of the Ebola IM/GIS skype group and coordination spreadsheet to ensure clear links to end users are maintained
* Management of remote tasking
* Support and guidance to remote volunteer teams
* Development of data products as requested by field teams in partnership with the remote volunteers
* Further development of open data standards to facilitate cooperation across West Africa
* Consolidation of the work to ensure that it can continue after the end of the funding period

 **Management**

* The Management of the position will be done through a steering group chaired by Andrej Verity
* The Coordinator will be required to provide monthly plans and weekly reports to the Steering group