

Cash and Vouchers Technical Competency Framework and Supporting Documents

The CVA Competency Framework and CVA Officer and Coordinator Role profiles have been developed in line with the IFRC Surge Optimisation process and the CPWG TTG guidance. Below is a list of documents designed to support this work along with their intended use.

	Documents	Main content	Intended use and rationale
1	CVA Technical Competency Framework for Rapid Response Deployments	<p>A CVA Technical CF with 19 competencies classified under 7 distinct domains:</p> <ol style="list-style-type: none"> 1. CVA Context Analysis 2. Modality and Delivery Mechanism Selection 3. Integrated CVA Programming 4. CVA Project Cycle Tools 5. Partnerships 6. Capacity Building and Transition Management 7. Learning 	<ul style="list-style-type: none"> - This technical competency framework can be used for recruitment, deployment selection, performance management and skills development. - The technical competency framework describes 19 competencies, each with 4 tiers. Tiers 1-3 are for CVA practitioners. A foundational tier for all RCRC Movement staff has been included given CVA is a modality of response that involves multiple functions. - Competencies are described as knowledge, skills and behaviours and not as activities or outputs, in line with current guidance. - The CVA technical competencies are applicable for all surge responses, including national, regional and global including National Societies providing surge support to their branches. - The CVA technical competency framework does not duplicate competencies already included in the operational delivery competencies as part of the 20 surge core competencies: assessment, information management, safety and security, transition and recovery, and community engagement and accountability.
2	CVA Technical Competency - Guidance for Candidate Tier Assessment Determination	<p>A user-friendly tool for recruitment, deployment selection and performance management. Unwompetency, sample questions are provided to ask candidates about their level of competency and examples of what level of understanding, knowledge and experience is expected for each of the 4 tiers.</p>	<ul style="list-style-type: none"> - This tool makes the competency framework operational by those managing CVA surge deployees. The examples of understanding, knowledge and experience under each competency help place the candidate under the appropriate tier per competency. - SAMPLE questions are provided that may help assess the competency level for each competency - EXAMPLES of expected specific CVA knowledge and experience are listed for each competency

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3 CVA Rapid Response Job Profile – CVA Officer	<p>A Surge Optimisation Role profile - including the 20 Core Competencies for ALL Surge Positions – and detailing</p> <ul style="list-style-type: none"> - Job Purpose activities - CVA technical competency TIER level <p>Officers typically display Tier 1 level competencies and Tier 2 for CVA implementation and focus on design and implementation. In small/medium scale responses they may have a Team Leader role for small teams.</p>	<ul style="list-style-type: none"> - This template for Surge Role Profile is intended to standardise the recruitment, deploy, performance manage and develop skills of CVA Coordinators who are expected to lead, influence and have a broader oversight of the whole response with a number of RCRC Movement actors. Coordinators have more managerial responsibility for CVA teams. The template includes the 20 Surge Core competencies. - CVA specific components include the Job Purpose detailing the main activities during a surge deployment, organised along the project cycle. These activities have a number of expected outputs (such as assessments, feasibility studies, registration systems etc)
4 CVA Rapid Response Job Profile – CVA Coordinator	<p>A Surge Optimisation Role profile - including the 20 Core Competencies for ALL Surge Positions – and detailing</p> <ul style="list-style-type: none"> - Job Purpose activities - CVA technical competency TIER level <p>Coordinators typically display Tier 2 and Tier 3 level competencies and have a team leader/manager role, especially in large scale responses where the team composition may be very variable.</p>	<ul style="list-style-type: none"> - This template for Surge Role Profile is intended to standardise the recruitment, deploy, performance manage and develop skills of CVA Coordinators who are expected to lead, influence and have a broader oversight of the whole response with a number of RCRC Movement actors. Coordinators have more managerial responsibility for CVA teams. The template includes the 20 Surge Core competencies. - CVA specific components include the Job Purpose detailing the main activities during a surge deployment, organised along the project cycle. These activities have a number of expected outputs (such as assessments, feasibility studies, registration systems etc).
5 CVA self-assessment form for CVA technical competencies	<p>CVA capacity self-assessment tool for practitioners to gauge CVA capacity and readiness to deploy in surge</p>	<ul style="list-style-type: none"> - Intended for individual practitioners to identify their skills development needs - This is a self-assessment form and shouldn't be used as a performance management tool by any of the managers - Form is divided into four sections: training, competency framework, job history and additional comments