



MENTORING PROGRAM

CALL FOR ENROLMENT!

As a powerful humanitarian tool, Cash and Voucher Assistance (CVA) can provide choice, opportunity and dignity to those affected by crises and plays an important role in **response** and **recovery** when crises and disasters strike.





About Our Program

Yet many humanitarian responders may find themselves stepping into the role of being cash practitioners without the confidence that they have the capacity to deliver CVA effectively and accountably in emergencies.

Thus we have developed a tailored the Mentoring program which aims to address this problem, strengthening regional cash capacity and investing in learning opportunities for practitioners.

Within the program, practitioners will be **paired with a cash mentor for 6 months** to expand their knowledge and expertise in a specific technical area of CVA of their choice. The mentor will guide the practitioner through tailored learning steps, with additional remote technical support available at all times from the Cash Helpdesk.

As a practitioner taking part in this program, you will work to set a learning objective that relates to the work you are doing right now, and by maintaining a log of your cash learning, you will be able to watch your capacity and your confidence strengthen.

Why we focus on MENTORING



We know from evaluations that flexible, attentive accompaniment by mentors is the most important way that practitioners can progress their learning at work.

Mentoring alongside the opportunity to apply your learning in a humanitarian response will accelerate your professional development and your capacity to deliver cash programming.

Here's what some Cash Practitioners said about mentoring:

"The mentoring was extraordinary and so helpful."

"My mentor contributed a lot. A great inspiration. Always available and clear, able to pinpoint or point out areas for improvement "

"I got full support from my mentor"

What cash mentoring involves

- A 1-1 relationship in which an experienced person (your mentor) provides advice and guidance in response to your specific issues and challenges
- Individualized support to develop your cash expertise around your tailored learning objective
- Mentoring follows guiding principles of quality and empowerment, professional encouragement, the mentor being interested not invested and you retaining responsibility for your learning
- The mentor supports you over a defined period, to help you to meet an agreed, specific learning objective that you plan together at the outset.

What this program will look like

You will be matched with a Cash Mentor at the beginning of the program and you should arrange your regular meetings when you first meet.

Your mentor will:

- Provide regular advice, support, and feedback throughout the module
- Schedule approximately 6 - 8 mentoring sessions of approx. 40 - 60 minutes each over the course of the 6-month program
- Assist you in planning your cash learning project at the end of the 6 months
- Provide feedback to the Cash Centre of Excellence, the Cash School and your supervisor/line manager on recommended next steps in your learning pathway.

The conversations you have with your mentor are treated as confidential.

KEY STEPS FOR MENTORING PROGRAM

Practitioner Identification and Mentor Matching

A practitioner working on an emergency or humanitarian response is identified for support within a particular area of CVA

Learning Objective Setting

The mentor and practitioner meet to establish their mentoring relationship, and build an understanding of the practitioners learning aim and objectives for the mentoring module.

Regular Mentoring Meetings

The practitioner and mentor arrange regular mentoring meetings. The timing of these meetings is agreed together and may be more frequent at the start of the module.

Integrating the Learning

At the end of the mentoring programme, the mentor will work with the practitioner to complete a cash learning plan.

Mentoring Paper

This paper proposed at the end a mentoring program aims at improving the implementation and impact of cash and voucher assistance (CVA) and developing the skills of CVA practitioners.

Who can Apply



Are you a member of a MENA National Society and interested in joining the Mentoring Program?

Make sure that your profile includes the following:

2+ Years of
Humanitarian Cash
Experience and DM
experience

Experience in CVA
Projects

Member of National
Society Investing in
Cash Preparedness

Completion of PECT or
equivalent training
advised

HOW TO START LEARNING



STEP 01

APPLY TO JOIN THE MENTORING PROGRAM. USE THE CONTACT INFORMATION ON THE LAST PAGE OF THIS BROCHURE.

STEP 02

PREPARE FOR YOUR INITIAL MENTORING MEETING BY IDENTIFYING THE AREAS OF IMPROVEMENT AND INVESTMENT IN CVA THAT YOU WANT TO WORK ON.

STEP 03

ARRANGE A FIRST MEETING WITH YOUR MENTOR TO DISCUSS YOUR OBJECTIVE FOR THE DURATION OF THE PROGRAM.

STEP 04

PLAN THE FREQUENCY AND LENGTH OF YOUR MENTORING MEETINGS AND BOOK THEM INTO YOUR DIARIES IN ADVANCE. (APPROX. 6 - 8 MENTORING SESSIONS OF APPROX. 40 - 60 MINUTES EACH).

The role of your Mentor

During mentoring sessions, your mentor will look for ways they can help you to further develop your confidence and competence. They will help you review:

- What you have noticed through your own analysis and insight
- Any experiences or situations you have encountered since you last met, and aim to identify what you have learned and how you will use that learning in future
- Your progress against your development goals and how that moves you towards your agreed learning objective.

At the end of the program, your mentor will guide you through the process of recording your learning in a Cash Learning Plan for future learning.

The role of your Supervisor

When you are enrolled on the mentoring program, you are engaged in a focused (about 6 months) period of work-based learning. You will be working on a particular area of CVA and the mentor has an important role in supporting you as you develop confidence and competence in that area. However, your mentor does not take over line management or supervisory responsibility for you: your usual reporting lines remain in place.

To gain the most for the team and the organization from the mentoring module, we recommend that line managers /supervisors...

- Arrange to meet the mentor briefly, with the practitioner, to discuss how to facilitate the practitioner's learning
- Continue to meet regularly with the practitioner and carry out regular supervision
- Familiarize with the mentoring process by reviewing the materials in this handbook
- Provide feedback during and at the end of the mentoring module

CONTACT INFORMATION FOR THE CASH CENTRE OF EXCELLENCE MENTORING PROGRAM IN COLLABORATION WITH CASH SCHOOL

The IFRC logo, a dark blue cross inside a light blue circle, is positioned to the right of the main title.

MENA Cash Centre of Excellence Manager & IFRC CVA MENA Region
Coordinator

If you are interested in enrolling in the Mentoring Program, please send your CV
and cover letter that explain your interest in joining the program to
ccoe.mena@ifrc.org

We would love to hear from you!

For your reference



The **MENA Cash Centre of Excellence (CCoE)** was established in 2022 as a regional resource for National Societies in MENA. The Centre is hosted by the Lebanese Red Cross (LRC), under the umbrella of the IFRC and with support from the British Red Cross and the Cash Hub. The CCoE's overall vision is to support CVA strengthening of National Societies in the MENA region, in alignment with the IFRC's CVA Regional Roadmap. The Centre supports regional capacity strengthening, learning and evidence, and advocacy on CVA, including facilitating peer-to-peer learning, mentoring and sharing of knowledge among National Societies, aiming to enhance Movement CVA expertise and resources in the MENA region.

The Cash School – also known as the **Cash Practitioner Development Programme (CPDP)** – aims to strengthen the community of qualified cash practitioners available to support humanitarian cash assistance across the Red Cross and Red Crescent Movement (RCRCM) via a structured and experiential learning and development programme.

The Cash School is an initiative of the Movement's Cash Hub, which supports a programme of key CVA activities in collaboration with Movement partners, as well as hosting the Movement's online CVA platform (cash-hub.org) which provides access to information, tools, data, evidence and learning for cash practitioners.