<table>
<thead>
<tr>
<th>Title</th>
<th>Number of people</th>
<th>Key responsibilities</th>
<th>Skills and experience</th>
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</table>
| Assessment team leader       | 1                | • Develop CoBRA assessment plan and form the field team  
• Ensure adequate logistical preparation for field training and data collection  
• Train supervisors and facilitators  
• Report and share assessment progress regularly to/with the CoBRA assessment team partners and other stakeholders  
• Manage data entry/analysis and full report development for validation | • A senior technical specialist in monitoring and evaluation (M&E), impact assessments, community development or similar field  
• Masters level academic qualification  
• Ideally past CoBRA assessment experience with successful completion of CoBRA training |
| Assessment supervisors       | 1 per 2-3 facilitation groups (1 for every 4-6 facilitators) | • Ensure facilitation groups to put training into practice during data collection  
• Directly supervise FGDs and KIIs to ensure a consistent quality standard  
• Support field work logistics  
• Undertake local level KIIs and other KIIs as required  
• Monitor quality of data recording and address issues that emerge  
• Ensure data is entered into the data collection forms  
• This role may be served by facilitators on a part-time basis. | • Senior technical manager  
• Expertise in M&E, impact assessments, community development or similar field  
• ‘Front line’ staff within CoBRA assessment team partners with knowledge and experiences in the assessment area.  
• Ideally, experience in community mobilization, group work, Participatory Rural Appraisal (PRA) methods, etc.  
• Proficiency in local language |
| Facilitators                  | 2 per facilitation group (as per scope)  
(2 per facilitation group depends on the scope of the assessment such as # of FGDs/KIIs, size of assessment area, duration of assessment, etc.) | • Work with communities to identify appropriate participants for FGDs  
• Arrange dates and times for FGDs with communities  
• Facilitate FGDs and fill in responses in the recording sheets  
• Facilitate KIIs with resilient households and fill in responses in the recording sheets  
• Enter FGD and KII data into the data collection forms | • ‘Front line’ staff within CoBRA assessment team partners with knowledge and experiences in the assessment area.  
• Ideally, experience in community mobilization, group work, Participatory Rural Appraisal (PRA) methods, etc.  
• Proficiency in local language  
• Gender balance as much as possible |
| External technical expert    | Optional         | • Provide the CoBRA assessment team/field team with technical backstopping support at different phases and stages | • Senior technical expert with past CoBRA assessment experience including facilitation of CoBRA training |
| Operational support staff    | Optional         | • Provide the CoBRA assessment team/field team with operational (administrative and logistical) support at different phases and stages | • Operations expert staff from co-lead agency |