



# Job Advertisement

## ERT Community Liaison (CL) Manager



**Job Purpose:** To provide leadership for ERT field sites and community liaison staff, ensuring quality implementation of Hygiene promotion activities.

### I. Key Responsibilities

#### 1. Technical Design and Oversight

- Develop, plan and execute high quality hygiene promotion activities for field locations leading towards behaviour change among the beneficiaries in liaison with the WASH PM and WASH Manager
- Plan and implement WASH needs assessments with the support of the WASH Manager
- Ensure a good quality handover to partners (INGOs, national NGOs, or community-based groups)

#### 2. Coordination and Reporting

- Participate in WASH Coordination meetings in ERT field sites, liaising with relevant WASH NGOs, UN agencies and government WASH offices
- Provide regular field reports to the WASH Manager or Project Manager by email, telephone or HF radio
- Track beneficiary numbers and activities completed each month to aid in donor reporting.
- Contribute to writing assessment and intervention reports

#### 3. Monitoring and Evaluation

- Track and report on WASH Interventions (Tally sheets, Assessment report, data collection for PDS...)
- Work alongside (M&E) staff to implement post-distribution monitoring (PDM) and beneficiary satisfaction surveys of WASH ERT Interventions
- Establish feedback and complaint mechanisms in the field to identify and address beneficiary concerns

#### 4. Staff Management and Leadership

- Line and performance manage two WASH CLOs to ensure a high standard of work at all times,
- Manage and supervise additional re-locatable staff and locally hired staff in field sites.

#### 5. Protection Mainstreaming

- Ensure protection issues are considered at all stages of programming.
- Utilise community assessments to ensure diverse felt needs are identified, prioritized and met to the extent possible.
- Provide occasional training for WASH team members on ways to implement protection mainstreaming.

#### 6. Coordination and Reporting -Logistics

- Whilst in Juba, prepare and maintain complete hygiene promotion toolkits ready for rapid deployment to field locations
- Provide logistical support to teams in the field
- Manage stocks and supplies of HHP materials whilst in the field, promoting accountability in all aspects.
- Ensure accurate and prompt cash requisition and reporting for project sites

#### 7. Security Management; act as a focal point for the Medair ERT WASH team in field locations

### II. Person Specifications

#### Essential

- Diploma in either public health, health education, community development, or social sciences
- 4 years of experience in HHP, BCC, and WASH projects, community liaising and conflict resolution.
- Fluent spoken and written English and (Juba) Arabic
- Basic knowledge of Microsoft Office applications (Word, Excel, Powerpoint and Outlook) and email

#### Desirable

- Master's Degree or professional short-courses in a relevant discipline
- Experience managing the activities of a small team (2 to 4 people)
- Knowledge of other languages spoken in South Sudan

Applications deadline: **10<sup>th</sup> December 2017.**

An exhaustive Job Description of this position is available on request from the email below. Only shortlisted candidates will be contacted.

Please submit your application comprising (1) a comprehension CV that includes contact details, education and training background, work experience and 3 referees, and (2) a Cover letter detailing how you qualify for this position to: [recruitment@southsudan.medair.org](mailto:recruitment@southsudan.medair.org)

