



JOB ADVERTISEMENT

POSITION: Assistant Wash Project Officer (1)

LOCATION: Mingkaman South Sudan

STARTING DATE: ASAP



Tearfund is a Christian international relief and development agency working globally to end poverty and injustice, and to restore dignity and hope in some of the world’s poorest communities.

Tearfund is committed to promoting gender equality and encourages applications from qualified women and men, including those with disabilities. Tearfund is committed to promoting gender equality and ensuring the protection of all individuals, particularly the most vulnerable. We actively encourage applications from qualified women and men, including those with disabilities, and strive to create a work environment where everyone feels safe, respected, and empowered to contribute.

Our vision is to see all people freed from poverty, living transformed lives and reaching their God –given potential by:

- Envisioning churches to embrace their calling to address poverty and injustice
- Developing communities and building resilience, sustainably and holistically
- Changing unjust policies and practices to deliver justice for poor communities
- Enabling communities affected by disaster and conflict to recover quickly and be better equipped to face future hazards.

We are committed to developing experts who are inspired, resourceful, courageous, compassionate and equipped. If you are interested in working with us, take time to look around our website and discover more about our unique organisation.

Tearfund South Sudan Programme is looking for a suitable South Sudanese candidate to fill in the position of **Assistant Wash Project Officer to be based in Mingkaman.**

JOB OVERVIEW

Part 1 – Job description

1. Main purpose of the job

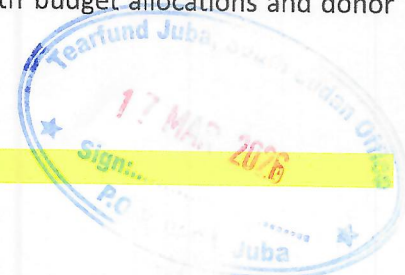
The Assistant WASH Project Officer is responsible for the direct implementation and supervision of water supply, sanitation, and hygiene promotion activities in **Mingkaman**. This includes the operationalization of Surface Water Treatment (SWAT) systems, rehabilitation of hand pumps, construction of emergency latrines and bathing shelters, and the distribution of WASH Non-Food Items (NFIs). The AWPO provides technical oversight, manages field incentives, and ensures project delivery aligns with budget allocations and donor requirements.

2. Position in organisation

Grade:

3. Tearfund’s Christian culture

- We believe that prayer and discernment is fundamental to Tearfund achieving its mission of



restoring relationships, ending extreme poverty and transforming lives. As a Tearfund staff member you are expected to:-

- Engage with Tearfund Prays and the Prayer hub
- Lead or participate in spiritual sessions of prayer and biblical reflection within your group
- Be committed to Tearfund's Mission, Values and Beliefs statement and to be actively working and living in accordance with Tearfund's Christian beliefs and theology of mission
- *Maintain your own spiritual development, discover your gifts/callings and grow in discipleship*

4. Organisational requirements

- All staff are expected to live out Tearfund's values as they represent Tearfund externally
- All post-holders are expected to fulfil their personal objectives set by their line manager, contribute to their team's overall objectives, take responsibility for reviewing their ongoing personal development and maintain an awareness of Tearfund's strategy.
- All Tearfund staff share responsibility to promote and maintain a strong safeguarding culture, including identifying the key actions they should take given their role and responsibilities.

5. Scope of job

6. Duties & Key Responsibilities

1. KEY RESPONSIBILITIES



PROJECT IMPLEMENTATION

- Lead community mobilization and sensitization activities prior to the selection of intervention locations, hand pumps, or target areas.
- Conduct technical assessments and provide training to WASH volunteers, including Water Users' Committees, hygiene promoters, CLTS facilitators, and pump mechanics/water technicians.
- Ensure Tearfund's mission, values, and program objectives are clearly understood and consistently communicated among project field staff and the local community.
- Manage the procurement of fuel for pumping operations and oversee routine maintenance of water pumps in Mingkaman.
- Provide supervision to water quality technicians and monitors, ensuring the consistent use of reagents for water testing and the disinfection of hand pumps.
- Oversee the construction of emergency two-stance latrines and bathing shelters in IDP sites, ensuring contractors strictly adhere to technical specifications.
- Coordinate desludging activities for latrines in IDP sites, including the contracting and scheduling of sewage tankers.
- Organize and lead clean-up campaigns, manage the sanitation team, and ensure they are adequately equipped with necessary tools (wheelbarrows, spades, rakes, gloves, and N95 masks).
- Coordinate the distribution of hand-washing stations (50L tanks) and liquid soap, ensuring all hardware is appropriately branded.
- Supervise the registration of beneficiaries and the distribution of WASH Non-Food Items (NFIs) and dignity kits to populations classified as Severe Acute Malnutrition (SAM), Moderate Acute Malnutrition (MAM), and Pregnant/Lactating Women (PLW).
- Facilitate training for Risk Communication and Community Engagement (RCCE) volunteers and Water User Committees (WUCs), and manage the procurement of training materials such as flip charts, markers, and Information, Education, and Communication (IEC) materials.
- Manage the performance of water operators, security guards, water quality monitors, hand pump

mechanics, and community hygiene promoters.

- Compile and submit timely situation updates and monthly narrative reports, ensuring all logistical and financial aspects of field activities are comprehensively documented.
- Take responsibility for managing specific project budget lines, monitoring expenditure against the budget, and identifying and proposing necessary corrective actions to the Programme Manager.
- Support the Programme Manager by developing specific action plans for WASH project activities in alignment with the WASH Strategy, funding requirements, and the Government of South Sudan (GoSS) Water Policy.
- Collaborate with community representatives and the County WASH focal person to undertake detailed analysis and redesign of locally appropriate latrine construction and rehabilitation methods, utilizing the most readily available local materials to ensure flood resistance, maintain latrine quality, and promote usage.
- In collaboration with the WASH Manager, community leaders, and the County WASH department, undertake detailed analysis for borehole rehabilitation, conduct routine supervision of construction, and provide guidance to vendors to prevent deviation from the proposed design.
- Assist the WASH Manager (PM) and/or Programme Manager (PM) in generating Bills of Quantity (BoQ) for construction works in WASH projects.
- Participate in cluster meetings and evaluations with other agencies and government departments operating in the WASH sector, and advocate for integration across nutrition, water & sanitation, and health sectors in accordance with the WASH strategy.
- Responsible for ensuring incidents are reported in a timely manner.

TEAM MANAGEMENT

- In collaboration with the Finance and admin, ensure HR policies and procedures are understood by the project field team and implemented.
- Ensure Tearfund's performance management system is effectively implemented across the project team, with objective setting, probationary reviews, regular catch ups, 6-monthly performance appraisals and exit interviews, carried out for all project staff.
- Support the implementation of Tearfund's staff development policy, including personal development planning, across the project team in a way that is consistent and transparent.
- Conduct disciplinary and grievance procedures, as required, in collaboration with the programmed Manager.

EXTERNAL REPRESENTATION

- Build positive working relationships with local communities, Payam Administration, Leadership at the Boma and the Community level working with the WASH Committees.
- Attend relevant inter-agency coordination meetings as required.



4.6 SPIRITUAL LEADERSHIP

- Support staff’s spiritual well-being and encourage adherence to Tearfund’s Christian distinctiveness.
- Lead and participate in spiritual sessions of worship, prayer, teaching and reflection and be committed to the outworking of Tearfund’s Missions, Values and Beliefs Statement.
- Participate in spiritual sessions of worship, prayer, teaching and reflection and be committed to the outworking of Tearfund’s Missions, Values and Beliefs Statement.
- Responsible for maintaining your own spiritual development.
- Be committed to actively working and living in accordance with Tearfund’s evangelical Christian beliefs.

Other Information

Tearfund seeks, as an organisation, to be committed to Christ in all we are and all we do. Staff members need to be committed to Tearfund’s ethos of professional excellence and spiritual passion.

It is important that we are committed to relationships by following biblical principles and showing integrity in our dealings with each other.

We seek as an organisation to be obedient to biblical teaching and evaluate our work and attitudes in line with biblical principles.

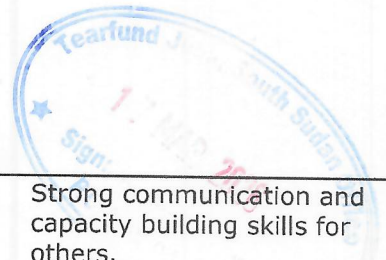
An essential part of our working life is praying together as an organisation and as teams on a regular basis.



Part 2 – Person specification

Job title: Field Support Services Officer

	ESSENTIAL	DESIRABLE
Qualifications	<p>Essential Qualifications:</p> <ul style="list-style-type: none"> ● Degree or Diploma in Civil Engineering, Water Supply and sanitation engineering, or Public Health. 	<ul style="list-style-type: none"> ● Additional qualification in Environment health ●
Experience	<ul style="list-style-type: none"> ● Proven experience in Water and Sanitation field work ● knowledge of good practice standards: SPHERE ● NGO experience ● Experience in working with community ● Experience in project implementation and budget monitoring. ● Proven safety management experience ● At least 2 years’ experience 	<ul style="list-style-type: none"> ● Experience in implementing both institutional and community WASH projects
Skills/Abilities	<ul style="list-style-type: none"> ● Good written English ● Good command of local language as an added advantage ● Skills in managing people ● Community mobilization skills ● Participatory rural appraisal(PRA) skills ● Computer literate 	<ul style="list-style-type: none"> ● Strong communication and capacity building skills for others. ● Good understanding of the south sudan WASH policies and cluster guidelines on WASH quality standards. ● Good reporting skills



	<ul style="list-style-type: none"> Ability to lead, participate and facilitate in collective staff prayer and bible studies 	
Personal Qualities	<ul style="list-style-type: none"> Committed Christian with a personal relationship with God Committed to regular Christian fellowship with other Christians Emotionally & spiritually mature Team player Commitment to accountability to beneficiaries and transparency, showing dignity and respect, and demonstrating listening and understanding Understanding and sensitivity to cross cultural issues Flexible and adaptable to ever changing environments 	<ul style="list-style-type: none"> Networking and external representation Team player with strong sociable skills
<p>OTHER COMMENTS:</p> <ul style="list-style-type: none"> Regular travel across cluster countries is a requirement All roles require a DBS/Police check Tearfund is a member of the SCHR Misconduct Disclosure Scheme Personal identification information will be submitted against a Watchlist database to check against criminal convictions as a counter-terror measure 		

How to Apply:

If you are the candidate we are looking for, please submit your CV and cover letter as well as you can collect the Tearfund application form- which can be collected from the HR Department at Tearfund office or find attached with the advert. The hard copy of application form can be collected from Tearfund's office Located in **ECSS Compound, Hai Jerusalem** or Any Tearfund Field Offices detailing your experience for the post and include your daytime telephone contact. We encourage all applicants to submit their applications online through our web <https://www.tearfund.org> and Hand delivery, Indicate the title of the job you are applying for.

The closing date for receiving applications is **8th April 2026 at 5:00pm.**

NB:

- Applications once received are not returnable
- Female Candidates are encouraged to Apply
- Due to the urgency of the position, applications submitted will be shortlisted on a rolling basis, should there be suitable candidates, and the position may be filled before the deadline for applications.
- Only short-listed candidates will be notified.**

