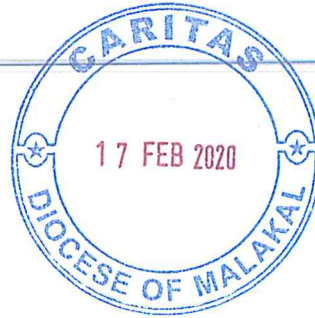

Catholic Diocese of Malakal (CDoM)

Vacancy announcement:

Job opportunities: Project Officer -WASH (1 position)

Location: Malakal with frequent travel to the field sites

Starting date: ASAP



Salary: According to CDoM salary scale Depending on experience and qualification

Contract Duration: 12 months renewable depending on performance and funding availability.

Caritas Catholic Diocese of Malakal

Caritas Catholic Diocese of Malakal is the humanitarian and development arm of the Catholic Diocese of Malakal. Caritas Catholic Diocese of Malakal works with poor and disadvantaged communities to overcome poverty and bring about sustainable development and well-being. It aims to protect lives and relieve suffering during emergencies and reduce the risks to vulnerable communities affected by conflict and/or natural disasters. CDoM is looking for a suitable qualified and experienced candidate to fill the position of Project Officer- WASH.

Key Duties and Responsibilities: -

- Prepare plans and ensure effective and timely implementation of WASH activities that target returnees, refugees, IDPs and vulnerable members of the host community in accordance with approved work plans, time schedules, compliance requirements, budgets and quality standards to achieving the project activities, results, outputs and outcomes. Actively participate in setting program specific targets in line with overall strategic objectives of the program
- Identify WASH programming opportunities and participate in assessments and proposals development, budgeting and fund raising for new projects in accordance with the provided guidelines and standards.
- Assist communities identify their priorities, opportunities and resources for effective Peace Building and women empowerment project implementation
- Design and coordinate assessments, baseline surveys, Post Distribution Monitoring (PDM), KAP surveys, monitoring and evaluation, focus group discussions, key informant interviews, community level review meetings and other similar assessments/surveys and produce reports to inform the programme. Participate actively in contributing to documentation of "success stories" on the interventions and enhance the overall quality of performance.
- Develop monitoring, evaluation and learning (MEAL) tools for systematic tracking of WASH project indicators and carry out MEAL activities of WASH projects.
- Design, develop and provide necessary training for target communities to develop skills and capacities for WASH services and infrastructure.
- Design and implement transparent selection of beneficiaries of based on project indicators, clear selection criteria and participatory methods.

- Ensure consistent application of safeguarding, gender equality, child protection, prevention of sexual exploitation and abuse, anti-corruption policies and other applicable policies as well as risk mitigation and addressing gender, age, disabilities and other vulnerabilities in all aspects of the activities of the projects.
- Facilitate capacity building and provide technical support to and supervision of the staff and volunteers involved in implementation of WASH activities of the project.
- Develop project training materials, manuals, brochures and guidelines for the organization.
- Train community-level hygiene promoters on PHAST, CHAST and other PRA tools and methodologies.
- Develop and submit timely reports, updates and case studies on the WASH activities and other reports as requested by your supervisor to Caritas Diocese of Malakal and donors.
- Carry out hygiene awareness campaigns in marketplaces, schools, health and house to house hygiene messaging with support of community-level hygiene promoters.
- Develop designs and BoQs of all WASH projects.
- Facilitate CLTS sessions.
- Repair/rehabilitate boreholes e.g. India Mark II, India Mark III, Afridev, etc. and conduct water quality testing using Delagua kit or CBT kit.
- Train community-level handpump mechanics and water user committees on pump maintenance and operations.
- Raise purchase requisitions for WASH activities and materials for the project and submit to finance/logistics on timely manner and makes follow up until delivery and ensure proper utilization.
- Monitor expenditures related to WASH activities and provide inputs for timely preparation and submission of funds requests, budget revisions and financial reports.
- Establish and maintain close coordination and cooperation with county, local authorities, line government agencies, civil society agencies, and between communities, project beneficiaries and other stakeholders for effective coordination, delivery of project activities, sharing of good practices and approaches.
- Contribute to establishment and maintenance of effective coordination and synergies between the WASH projects and other activities (e.g. Livelihoods, Women empowerment, SADI) through sharing of experiences, good practices, tools and lessons learned and developing successful case stories.
- Represent Catholic Diocese of Malakal in national and sub national cluster meetings and other coordination and networking meetings.
- Perform any other tasks related to WASH that may be necessary or assigned by the line manager.

QUALIFICATION/WORK EXPERIENCE & SKILLS

- Bachelor's degree in Civil Engineering or Environmental Health or Public Health or similar related field.
- A minimum of 2 years' experience in a similar role.
- Candidate must a strong background on both software and hardware (infrastructure) components of WASH.
- Demonstrated technical skills in coordination and development of activities related to WASH including:

- In-depth knowledge on CLTS, PHAST and CHAST or similar approaches.
- Design, construction, operation and maintenance of water supply and sanitation systems;
- Design and effective implementation of good hygiene promotion activities.
- Prepare designs using any of the engineering software AutoCAD and/or ArchiCAD.
- Experience in project management, including project planning and MEAL (Monitoring, Evaluation and Learning)
- Ability and proven experience in transferring knowledge and skills through formal and informal training of staff and volunteers and rural communities
- Excellent written and verbal communication skills.

Desirable

- Excellent command of the most common methodologies to identify, assess and monitor livelihood activities, with proven record of achievements.
- Excellent interpersonal, written and verbal communication skills
- Strong analysis skills (qualitative and quantitative)
- Strong cultural awareness and sensitivity
- Good understanding of complex emergencies and crisis contexts
- Experience working with faith-based organizations and especially the Catholic Church or Catholic institutions. Good understanding of the Catholic Church system and knowledge of the Catholic Social Teaching.
- Flexible and creative
- Strong organizational and logistical skills
- Goal oriented with ability to work under pressure, independently and with limited supervision.
- Ability and willingness to work and live in challenging conditions
- Excellent computer Skills

How to apply

Please indicate the position you are applying for in the subject in your cover letter. Interested applicants should send their application letter detailing how they meet the job requirements, including CV and contact details of three referees addressed to the following two email addresses:

mathewpagan@gmail.com
Nmusiyazwiriyo@cafod.org.uk

Alternatively, you can drop hard copies of your application at:

A) Catholic Diocese of Malakal in the Office of the Bishop or the Vicar General in Malakal town.

B) Catholic Diocese of Malakal Offices in Juba town. The office is located next to Royal Palace Apartment in Hai Amarat, Juba.

C) All the Parishes of Catholic Diocese of Malakal

Closing date is 28thFebruary 2020.

Please note that recruitment will be done on a rolling basis and selected candidates may be invited for interviews even before the closing date.

