

THE
CARTER CENTER



Job Advertisement

WASH Program Officer (WASH PO) 1 Position.



The Carter Center (TCC) provides Technical support to the Ministry of Health-Republic of South Sudan Guinea Worm Eradication and Trachoma Control Programs. The Carter Center is currently seeking a dynamic, qualified candidate to fill the Position of **WASH Program Officer** based in Juba with frequent visits to field sites, Republic of South Sudan.

Title: Wash Program Officer (1 Position)
Duty Station: Juba, CES, South Sudan (with frequent field visits)
Duration: Current-August 31st, 2023.
Closing Date: June 15th, 2023
Reporting to: WASH Program Manager or Designated Representative

Job Purpose: Under the direct supervision of The Carter Center WASH Program Manager and working with both TCC/SSGWEP and TCP, the WASH Program Officer will ensure implementation of WASH project activities according to TCC WASH plan of action, policies, tools, and guidelines, prepare and develop status reports as required by management, promotes, and share ideas for technical improvement. The WASH PO will perform, as appropriate the duties listed below:

Key Responsibilities:

- Coordinate the implementation of WASH activities according to TCC strategy, proposals, budgets and plans.
- Assist the WASH Program Manager in all aspects of WASH program planning, implementation, monitoring and evaluation, and fund raising.
- Promote networking and good partnerships with TCC staff, government representatives, WASH partners and other stakeholders to ensure standards, regulations and procedures are adhered to.
- Develop technical specifications and bills of quantities (BOQ) for works for all water infrastructure and sanitation facilities, prepare and / or revise bill of quantities and plans related to the construction works and participates in design of infrastructure and procurement processes.
- Ensure that procurement is according to procedures, development and distribution of materials and equipment are timely.
- Supervise the execution of the WASH works directly and provides technical guidance and expertise to the implementing partners, ensuring adherence to TCC WASH project, MOH, MWR&I, and donors implementation guidelines and standards.
- Prepare and submit timely reports to the WASH Program Manager using the appropriate template according to the stipulated schedules, assists in the compilation of weekly and monthly WASH reports and program documents.



- Ensure accurate data collection and correct record keeping and management of information to measure progress and project impact.
- Provides technical assistance to the WASH Program Manager and local counterparts on issues of WASH information and communication strategies.
- Support in assessment of needs for Water, Sanitation and Hygiene (WASH) facilities interventions at community and institutional facilities.
- Assist in the establishment, and training of water point committees, hygiene promoters and handpump mechanics as well as monitoring their performance.
- Provide technical leadership for the community social mobilization, facilitation of awareness on TCC WASH project activities to all the different stakeholders.
- Provide accountability of the WASH resources allocated.
- Performs any other duties as requested by the WASH Project Manager and
- Abide by The Carter Center Code of Conduct and the protocols established by The Carter Center in South Sudan.
- Assist SSGWEP, MOH, MWR&I and donors in establishing locations for WASH projects.
- Track the performance of these water projects by assisting to examine the occurrence of NTD's and other health related cases.

Person Specifications:

- South Sudanese National only.
- At least 3 to 5 years' experience in implementing integrated WASH programs in South Sudan.
- Previous experience from working in remote, complex and volatile contexts.
- Documented results related to the position's responsibilities.
- Minimum Higher Diploma in Civil or Water Engineering or Public Health with experience in borehole drilling preferred.
- Previous 2 years work experience in community-based Water, Sanitation and Hygiene programs; Work experience with an NGO is desirable.
- Demonstrated ability to build teamwork and working with different stakeholders at various levels.
- Excellent communication skills – written and spoken.
- Computer literacy in word processing and spreadsheets is required,
- Familiarity with AutoCAD, GPS, Arc Gis and Google Earth is strongly desirable.

Application deadline: June 15th, 2023.

Only shortlisted candidates will be contacted, **female/women candidates** are strongly encouraged to apply. No original documents are required at this stage.

For interested candidates, please submit your application comprising (1) a comprehensive CV that includes contact details, education and training background, work experience and 3 referees, (2) Cover letter detailing how you qualify for this position to Human Resource Department.

Applications may be submitted by email or hand delivery:

1. Email: recruitment-ssd@caretercenter.org (attachments in .doc or .pdf formats only)
2. Hand delivery to the TCC main office in Hai Jebel Nyoka, Juba Town or any of the field hub located in: Kapoeta and Rumbek.

