

*Approved*



**Job Advert WASH Project Assistants**

Amref Health Africa is the largest indigenous health development non-governmental organization based in Africa. Working with and through African communities, health systems and governments, Amref Health Africa aims to close the gap that prevents people from accessing their basic right to health. Amref Health Africa is headquartered in Nairobi, and has programmes in Kenya, Uganda, Tanzania, Ethiopia, South Sudan, Southern Africa and West Africa. For more information visit our website [www.amref.org](http://www.amref.org)

**Purpose of the Job:**

To provide support in the planning and implementation of WASH project in Greater Equatoria State. They will work closely with the County and State agencies, implementation partners to adequately plan, timely implement and effectively monitor the execution of the project activities while ensuring adherence to each project guidelines; and incorporating lessons learnt over time to improve WASH service delivery.

**WASH Project Assistants (1 POSITION)**

Location: Yei

Reporting relations: Reports to WASH Manager.

**Key Responsibilities:**

- Conduct training and supervision of SWCs with guidelines based on existing SWC Model/approach
- Assist field staff/Local WASH facilitators in the supervision of SWCs.
- Assist in conducting WASH surveys following approved survey protocol.
- Conduct monitoring of WASH program and report areas of concern or problems to WASH Manager.
- Ensure that the project is properly implemented and monitored through frequent field monitoring.
- Prepare weekly, monthly and Detail Implementation Project action plans of project activities related to WASH, including checklist for assessments, monitoring, review and evaluation of project activities.
- Represent Amref in WASH coordination meetings at County levels whenever necessary
- Take a lead role to represent Amref Health Africa in all fora and ensure coordination with other partners and relevant government sector offices regarding WASH in the project areas
- Coordinate with other managers in order to manage the project, supervise the project by working closely with the technical team to ensure quality of interventions and on timely completion of activities





- Ensure that project team schedules/plans are coordinated and completed timely and give support in the project target areas
- In collaboration with Project Manager and MEAL Manager, actively participate in monthly and quarterly planning and review meetings of the projects and follow up actions for implementation
- Coordinate and ensure that the project's administrative processes, such as logistics, procurement, and policies are fully implemented according to Amref Health Africa and donor requirements
- Build and maintain strong collaborative working relationships with County Water and Sanitation Departments, SMOH, and others relevant government offices
- Take full charge to monitor project activities according to the annual and quarterly work plan; review of reports, site visits to review records and to interview stakeholders and beneficiaries.
- Ensure that monitoring and reporting tools are developed and used in collaboration with MEAL Manager and health service delivery manager
- Prepare activity reports, monthly reports and donor reports in collaboration with WASH Manager
- Ensure documentation of monitoring visit and follow up on actions points.
- Report regularly to WASH Manager on project updates, issues, needs, problems, or ideas for improving the project performance
- Effectively manage and lead the project component in the project area
- Ensure that the WASH team is aware of key Amref Health Africa policies, and comply with it during implementation
- Ensure that project team member's gaps are identified and report capacity building activities to Project manager and HR unit for planning and execution
- Carryout additional related activities and management tasks assigned by the immediate supervisor.
- The duties and responsibilities listed above are representative of the nature and level of work assigned and are not necessarily all inclusive
- Perform other duties as assigned.

### **Requirements**

- Bachelors or Diploma in Water Engineering, or Public Health field from an accredited university or institution.
- At least 2 years' particular experience in WASH extensive non-government Organization experience in

### **Other skills**

- Strong organizational skills and problem solving;
- Ability to adapt properly in a multicultural work context;
- Flexibility, stress management skills, good diplomatic skills;
- Ability to live and work in a complex environment;
- Ability to give the right priorities, meet deadlines and produce quality results;
- Strong capacity for coordination, management, and leadership;
- Stress resilience;



### **Application**

This is a challenging opportunity for south Sudanese candidates with a dedicated and highly motivated professional. If you would like to join this dynamic team and help bring lasting health change in Africa, please send your CV and application letter which should include remuneration requirements and contact details of three work-related referees, addressed to the **Human Resources**, by e-mail to [SouthSudan.Recruit@Amref.org](mailto:SouthSudan.Recruit@Amref.org) or to Amref Health Africa in Yei located within the premises of Yei Town Water and Sanitation Services Company (YTWSS Ltd) quoting the position in the subject matter.

**The closing date for submitting applications is 19 Feb 2021. We regret that only short-listed candidates will be contacted.**

**Please do not attach certificates and testimonials to your application.  
Amref Health Africa is an equal opportunity employer and has a non-smoking environment policy.**

**Amref Health Africa is committed to the principles of safeguarding. Amref Health Africa will not tolerate any form of abuse, discrimination, and harassment, wherever it occurs or whoever.**

