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 Approved by  
 St. Joseph's  
 15 JAN 2024  
 MINISTRY OF LABOUR  
 REPUBLIC OF SOUTH SUDAN

**EXTERNAL & INTERNAL VACANCY ANNOUNCEMENT**

Action Against Hunger is a non-governmental organization whose aim and mission is to save lives by eliminating Hunger, and Under-Nutrition, particularly during and after emergencies like disasters. Action Against Hunger focuses on nutrition, health, and healthcare practices; Food security and livelihoods (FSL); Water, Sanitation and Hygiene (WASH) and Advocacy.

Action Against Hunger USA is currently looking for a qualified **South Sudanese Nationals** to fill in the position of **WASH Program Manager-MET 01 position**

Position open date: **January 15, 2024**

Expected Start date: **February 1, 2024**

Contract Duration: **12 Months with the possibility of extension upon Funding.**

Location: **Roving**

Directly Reports to **Emergency Health & Nutrition Expert & Deputy Head of WASH Department**

Technical Supervisor: **Head of WASH/Head of Emergency Operations**

*Action Against Hunger-USA is part of the Action Against Hunger International network, which provides humanitarian relief in over 40 countries worldwide in the sectors of nutrition, health, water/sanitation, and food security. Action Against Hunger-USA, an independent NGO, currently manages operations in seven countries: Kenya, South Sudan, Tanzania, Uganda, Ethiopia, Haiti, and Somalia. Action Against Hunger-USA has approximately 1,500 staff based in various country offices, a quarter in New York City, and an Operational Centre in Nairobi. Additional growth is anticipated.*

**I. Summary of Position**

The Roving Multispectral Emergency Team (MET) Water, Sanitation & Hygiene (WASH) Program Manager (PM) is responsible for providing timely backstop technical support to static and MET WASH related issues. He/she is also responsible for accomplishing the program objectives and outcomes within the contextual constraints. The Roving MET WASH PM ensures the overall success of the program by making sure the WASH teams complete the defined activities while adhering to internal standards and contractual obligations; and that the program is completed on time, within budget and with acceptable quality.

Further objectives for the Roving MET WASH PM concern the capacity building and mentoring of staff, active participation in WASH SAG, TWG and humanitarian needs identification through monitoring of the evolving situation; context analysis to contribute to the development of future programs; and internal coordination to reinforce AAH's integrated approach.

**The Roving MET WASH Program Managers' role designed with the following purpose, engagement and delivery:**

**Purpose:** Roving MET WASH Program Manager (PM) is responsible for providing technical support, running and supervising water, sanitation and hygiene programs at all stages of the project management cycle.





**Engagement:** Roving MET WASH Program Manager is responsible for accomplishing the program objectives and outcomes within the contextual constraints.

**Delivery:** The Roving MET WASH PM ensures the overall success of the program by making sure the WASH teams complete the defined activities while adhering to internal standards and contractual obligations; and that the program is completed on time, within budget and with acceptable quality.

## II. Essential job functions

- Support development of a program plan, ensure its smooth implementation, and manage the team's performance of project tasks and activities that may include, but are not limited to:
- Provides backstop to static WASH PMs and MET deployments. Coordinates with the WASH Department and WASH cluster for revision and or development of contextual specific hygiene and education materials/messages.
- Develop and implement an impactful staff capacity-building plan including mentorship.
- Regularly review and update cholera preparedness and respond plan
- Develop appropriate designs, construction and implementation of WASH hardware according to technical standards, as well as proper maintenance and use of WASH equipment.
- Develop and ensure the use of appropriate techniques and materials for hygiene promotion and training.
- Directly act as WASH DHoD OiC and performs his duties.
- Support in tracking the progress of activities, ensure the collecting of program indicators and provide on-time internal status reports and external donor reports.
- Identify and monitor risks, constraints or escalating issues, and inform the hierarchy accordingly.
- Lead in WASH innovation, research and documentation of best practices, lessons learnt etc.
- Coordinate with other technical departments to ensure a common approach, synergy and sharing of information.
- Represent Action Against Hunger externally and collaborate/coordinate with local authorities, counterparts, partners and stakeholders.
- Participate in the development of new proposals and the Action Against Hunger annual country strategy.

## III. Supervisory Responsibilities

Support in directly supervising Deputy WASH PM, officers and or WASH Assistants during backstop deployment.

## IV. Gender Equality Commitments

- ❖ Fostering environment that supports values of women and men's equal access to information.
- ❖ Provides an environment where women and men must be promoted based on the performance objectives.
- ❖ Respect for beneficiaries, women, men, children (boys & girls) regardless of gender, sex, disability, religion, etc.
- ❖ Value and respect for all cultures.
- ❖ Promote and uphold the PSEA policy and procedures.





**v. Fiscal Responsibility**

- Manage WASH related budget for Emergency response and ensure all activities are in line with the donor requirement and financial obligations.

**vi. CONTACTS/KEY RELATIONSHIPS (internal & external):**

**Internal stakeholders**

- WASH Coordinator: hierarchical relationship – technical support – exchange of information
- Deputy Head of WASH Department: Reporting line and support
- Emergency Health & Nutrition Expert: Reporting line and support.
- WASH PM and Field-co: reporting lines, support and coordination
- Other Programme staff: exchange of information and coordination (integrated approach)
- WASH staffs: direct supervision
- Admin and Logistic: reporting of security situation/incident, share coordination meeting to discuss about the issues and needs.
- **Local governmental and non-governmental partners:** exchange of information, coordination, training, supervision, influence on choice of technical options; coordinate with local authorities, ministries and partner agencies to capitalize on information and collection of data.
- **Local representatives of international aid organizations:** exchange of information.
- **WASH Cluster:** Exchange of information and technical support

**vii. Physical Demands**

- ❖ While performing the duties of this job, the employee is required to sit for long periods, travel frequently to the field and to concentrate on work, including typing, and turn out heavy volumes of work accurately, within short time frames under stressful situations in the context of a moderately noisy office with many interruptions. Must be able to proofread own work accurately so that only minor corrections are needed on an infrequent basis.
- ❖ The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**viii. Working Conditions, Travel and Environment**

The duties of the job require regular job attendance at least five days per week. Must be available to work outside normal office hours or on the weekends as required. 70% of the time will be spent in field with Emergency response teams with remote areas of South Sudan. Must be able to travel as required for standard domestic and international business purposes. While performing the duties of this job in the field, the employee may be exposed to precarious settings under high security risks and/or very basic living conditions and outside weather conditions, as well as to infectious diseases.

**ix. Required Qualifications and Professional Experience**

- Degree in WASH related studies (engineering, public health, geology, etc.)
- Further qualifications in engineering in development-related contexts preferred.
- Familiarity with GIS, AutoCAD, data analysis software and water modeling software preferred.
- Professional, motivated, open, creative, mature, responsible, flexible, culturally sensitive.
- Extensive knowledge of Market-Based programming is a plus.



**X. Required Skills & Competencies**

- 2–4 years' experience in WASH Project Cycle Management
- Flexible attitude with experience in relief or development settings
- Good reporting skills
- Responsible, professional and organized
- Strong initiative, supervision ability and team oriented
- Excellent knowledge in Microsoft Office
- Excellent English verbal translation and communication ability
- Basic knowledge in GIS mapping.
- Excellent knowledge in AutoCAD
- Knowledge in cluster approach and WASH standards



- To apply, please! Send your **Cover letter, CV, & ID card as one Document**, a copy of the **Highest academic Document** with three professional references to [recruitment@ssd-actionagainsthunger.org](mailto:recruitment@ssd-actionagainsthunger.org) specifying **WASH Program Manager-MET**: as the title of your email before **5:00 pm February 1, 2024**, or Hand delivered to Action Hunger Officer, Hai Cinema Near St James Bari Parish Church ( **we strongly recommend online Application**). We do appreciate your interest in working with us; However, Only shortlisted Candidates will be invited for an interview.
- *We will only receive, accept, and consider all applications submitted through the referred channels above, any applications submitted other than channels stated here will not be accepted & considered.*
  - *“This Position is Open to South Sudanese Nationals Only”*
  - *“Qualified Female Candidates are encouraged to apply”*

