

Vacancy Announcement

Samaritan's Purse is a non-denominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ.

Vacancy: WASH Program Manager.

Reports to: Area Coordinator.

Duty Station: Mayendit.

Start Date: ASAP

Deadline of Application: 6th November 2019.

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Approved by Labour

17/10/2019

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SUMMARY

The WASH Program Manager (PM) will be a driving force for the success of all of Samaritan Purse's (SP's) water, sanitation, and hygiene (WASH) activities in Mayendit County, Unity State; South Sudan. This involves managing the current WASH program, as well as developing new proposals and budgeting for new programming opportunities. You will directly supervise a team of WASH technical experts in water supply, sanitation, hygiene promotion and ensure close collaboration with local authorities, community leaders counterparts in national and international agencies working, and in forging strong partnerships with local authorities and representatives of targeted communities. Ensuring the sustainability of the WASH Programme works, the capacity building of stake holders and water establishments will be an integral part of this role.

Key Responsibilities

Programme Planning, Management and Development:

- Manage and implement the planning, implementation, monitoring and close out of WASH projects by ensuring interventions effectiveness and sustainability.
- Oversee and carry out assessments of sites for the implementation of planned Samaritan's Purse (SP) WASH activities in Mayendit county, Unity state as per agreed proposals.
- Liaise with local authorities and other actors to identify WASH projects that would benefit the host communities and ease pressure on existing services.
- Ensure that all programme targets are reached in accordance with agreed programme objectives, as per contracts with donors, in line with the overall programme approach and ensure integration with other programme activities.
- Coordinates and leads any emergency relief situations involving WASH efforts, creating and drafting technical designs, and submitting regular reports on the work being completed.
- Upholds a high standard of quality by ensuring all programs refer to technical standards, conform to government standards, and are aligned with internal and external strategic objectives.
- Oversee the design of the assigned WASH activity standard, following best international and humanitarian best practice and in line with SP, donor and local authority policies and guidelines and are aligned with internal and external strategic objectives
- Prepare technical documents such as tenders, BOQs, procurement and oversee material and equipment purchases and delivery as necessary ensuring that SPs' and donors' policies and procedures are applied and followed.

- Ensure the preparation of detailed implementation work plans and provide the necessary guidance and support to the team to achieve timely and quality implementation of activities.
- Carry out regular field visits to inspect works and organize regular project review sessions through participatory methodologies involving beneficiaries and other stakeholders in the areas of intervention.
- Manage the implementation of an M&E system to monitor progress and capture impact of projects and to make necessary adjustments to work plans if necessary in a timely manner.
- Contribute to the preparation of WASH budgets, funding concept notes and proposals through analysis of field data and actual costs incurred on activity implementation.

Procurement and Budget Management:

- Prepare procurement plans against approved work plans and ensure timely initiation of procurement requests in line with SP guidelines and procedures.
- Approve budgeted expenditure in line with SP's internal thresholds and donor financial guidelines, ensuring that requested expenses match approved procurement plans
- Monitor programme budgets and management accounts, flagging over/under expenditure and recommending corrective measures in a timely manner to ensure that relevant activities are being implemented in accordance with agreed budgets and timeframes.
- Prepare monthly budget forecasts with reference to the overall programme annual budget forecast and submit to the Finance department on time.
- Monitor warehouse material stocks and dispatches to avoid excess stock, and to ensure that deliveries are done and utilized in compliance with SP procedures.

Human Resources Management:

- Oversee staff under his/her responsibility in the day to day management of the implementation of the WASH programme
- Lead and manage staff, contributing to their capacity building and career development.
- Ensure that all staff is aware of and comply with SP's policies and procedures
- Monitor and review performance of staff line managed through SP's Performance
- Identify staff training needs and recommend on-job or other capacity building measures in close consultation with the Area Coordinator, the WASH technical advisor and the HR department.
- Proper planning of staff leaves and absences.
- With a generous and serving spirit perform all other tasks and responsibilities assigned for the benefit of Samaritan's Purse and maintain a Christian witness.

Coordination and Representation:

- Represent Samaritan's Purse Mayendit WASH program in coordination meetings with Partners, local authority and other relevant actors as necessary at local, regional and national level.
- Ensure good coordination of the WASH programme activities with all relevant stakeholders, including NGOs, UN agencies, local government authority and donors, to ensure that works are implemented as planned and agreed within SPs and with donors.

Accountability:

- Participate in the design and implementation of accountability and quality initiatives ensuring that they are integrated into the programmes.
- Adhere to and promote SP's Programme Participant Protection Policy and Code of Conduct

Qualifications

- BSc in Water Engineering, Civil Engineering, Drilling or any related Engineering field with relevant and related experience in similar settings. An advanced degree in the same field is an added advantage
- Minimum 5 years WASH experience including at least 2 years at management level.
- Thorough technical knowledge of drilling boreholes, water supply scheme construction and maintenance, including experience with household and Community level sanitation, hygiene promotion, community mobilization, participatory planning and environmental conservation.
- Experience in Monitoring and Evaluation techniques and a good grasp of project cycle management.
- Experience working collaboratively with a variety of stakeholders including local authorities, partners, and other I/NGOs.
- Proactive with ability to take leadership initiative and responsibility with minimum supervision
- Commitment to and understanding of SP's aims, values, principles and policies.
- Thorough understanding of budgetary, HR and procurement processes.
- Very strong English writing and verbal communication skills.
- Good team player, flexible and politically and culturally sensitive.
- Ability to travel and work in difficult conditions and under pressure.
- Excellent computer skills, including Microsoft Office and Auto Cad.

Desirable:

- Knowledge of Arabic language added advantage
- Specific experience of managing OFDA projects

Project period

- One year with high possibility of extension

How to apply: Address your application to HR Department, Samaritan's Purse International Relief, Country Office - Juba. Interested applicants are required to submit their Hard Copies of application letters, copies of Academic Certificates, updated CVs, copies of National ID card for clear Nationality Identification to Samaritan's Purse Juba Office in Hai Cinema near Quality Hotel by **6th November, 2019**. Only South Sudanese applicants will be considered for this position. Women are strongly encourage to apply.

Applications can also be sent via email to: RecruitSouthSudan@samaritan.org and be inform that application screening will be done on weekly basis due to urgency of this position.

We do appreciate your interest in working with us. However, only short listed candidates will be contacted.

