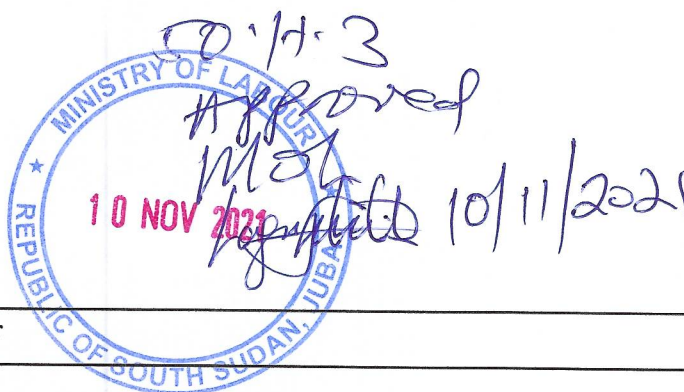


## WASH Officer South Sudan



### JOB DESCRIPTION

<b>JOB TITLE &amp; POSITION</b>	WASH Officer
<b>LOCATION</b>	Akobo (TBC)
<b>REPORTING TO</b>	WASH Manager or WASH Project Manager
<b>OVERALL PURPOSE</b>	Contribute to the implementation, management, and supervision of Medair's WASH programme in South Sudan
<b>PROJECT OVERVIEW</b>	Medair's WASH project in the location is likely to include: rehabilitation/repair of broken boreholes, drilling of boreholes using manual drilling equipment, installation of surface water treatment system (SWAT), training of local pump mechanics and water user committee, hygiene promotion, provision of latrines, waste management and handwashing facilities in clinics.

<b>FUNCTIONAL LINKS</b>	
<b>Internal:</b>	<ul style="list-style-type: none"> <li>• Direct line management by the WASH Manager or WASH PM</li> <li>• Functional relationships with the Nutrition and Health Managers, Officers, the Project Coordinator, and the Monitoring and Evaluation team</li> <li>• Day-to-day work and co-ordination with WASH colleagues; logisticians, finance, nutrition and health colleagues, and programme support staff.</li> </ul>
<b>External:</b>	<ul style="list-style-type: none"> <li>• Direct management of hired and casual staff, e.g. local pump mechanics, carpenters, welders, masons, enumerators or labourers</li> <li>• Consultation and capacity building of health, nutrition and other staff in addition to community members</li> <li>• Coordination with beneficiaries, local authorities (e.g. RRC, and Ministry of Health, WASH Cluster partners), chiefs and other humanitarian agencies.</li> </ul>





**MAJOR DUTIES AND RESPONSIBILITIES****MAIN responsibilities:**

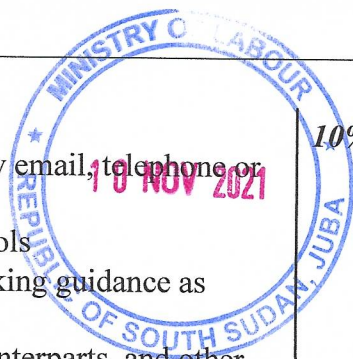
- Implement WASH technical activities in the location which will be decided at the later stage: rehabilitation/repair of broken handpumps, drilling of boreholes using manual drilling equipment, installation of surface water treatment systems (SWAT), construction of permanent and semi-permanent VIP latrines, waste management and handwashing facilities in health and nutrition clinics.
- Identify and train local pump mechanics and water user committees
- Design and prepare BoQ of WASH structures such as VIP toilet, placenta pit, ash pit, incinerator, handpump slab & drainage, bathing shelter, and etc
- Recruit capable local contractors and casuals and supervise during construction work
- Conduct physical and bacteriological water quality testing of all rehabilitated and newly constructed water schemes and flag to the WASH Project Manager if an issue on the water quality is identified
- Ensure minimum IPC WASH services (such as access to safe water, sanitation facilities, handwashing facilities, and safe medical waste collection and disposal) in health and nutrition facilities
- Implement hygiene promotion activities, including COVID-19 prevention messaging and disseminating IEC materials
- Conduct focus group discussion with the affected community members, women, girls and boys and local authorities and ensure their engagement in Medair WASH intervention.
- Ensure that community members are empowered to accept handover of infrastructure after project completion.
- Ensure protection, people with disability, and gender are mainstreamed in all WASH activities.

**50%****Logistics/Finance**

- To manage cash in activity locations, ensuring that all transactions are accurately and correctly documented and taking responsibility for ensuring all receipts and expenses balance.
- Maintain and keep an eye on expiry dates of all WASH stock stored in the storeroom.
- Ensure all WASH materials and promotion materials do not have stock outs and are available at clinics (PUR, buckets, filter cloths and Sawyer filters for smaller clinic staff use, megaphones, IEC posters).
- Prepare and maintain all distribution items for WASH NFIs, handwashing stations and jerrycans.
- Raise and submit stock requests to the logistics team to request items from the warehouse.
- Provide logistical support to teams in activity sites such as the mobile nutrition team for WASH NFIs.
- Raise PDFs to request money for the activities.

**20%**



**Communication and Reporting**

- Provide regular reports to the WASH Manager and Project Manager by email, telephone or in person
- Accurately capture all the necessary project data using the available tools
- Provide feedback on performance of contractors / casual labourers seeking guidance as required for dealing with any issues.
- Develop and maintain good working relationships with the NGOs, counterparts, and other agencies working in the areas of project implementation.
- Attend meetings with local authorities and community leaders on behalf of Medair.
- Refer to the WASH PM before making any commitment on behalf of Medair whether verbal or written.
- Collect accurate data such as beneficiary feedback, water quality, construction, beneficiary, total population, and WASH NFI distribution records and report to the WASH PM in a regular basis.

10%

**HR/staff supervision**

- Hire, manage and ensure proper payment of casual labourers for the construction and rehabilitation of WASH infrastructure
- Uphold Medair values and contribute to the wellbeing of the team as an active member.

10%

**Security Management**

- Provide security leadership in the field sites, informing WASH PM of all updates
- Contribute to development of security assessments for new locations before field teams travel
- Ensure the WASH team adhere to SOPs – and promote good planning and communication within the team

10%

**Monitoring and Evaluation**

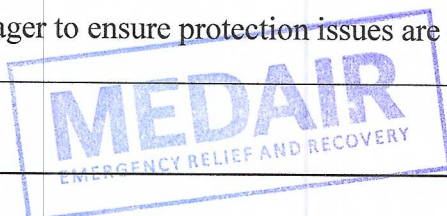
- Work alongside Medair Monitoring and Evaluation (M&E) team to establish tracking and reporting mechanisms for Medair WASH interventions
- Work alongside M&E staff to develop, administer, and analyse surveys such as KPC and filter surveys
- Train and supervise enumerators during the administration of surveys
- Establish feedback and complaint mechanisms in the field to identify and address beneficiary concerns
- Gather qualitative data via focus group discussion or using barrier analysis survey.
- Collect all the necessary data during household follow up visits.

10%

**Protection Mainstreaming / Beneficiary accountability**

- Liaise with community leaders, beneficiaries and local authorities Facilitate working through issues with community leaders and authorities in an open, amicable way.
- Prepare, conduct, monitor and evaluate community assessments to ensure felt needs are identified and prioritised.
- Provide PMs with feedback from beneficiaries to improve the Nutrition, WASH, and Health services.
- Take part in evaluation and planning sessions with the community to actively identify protection concerns.
- Ensure that the needs of girls, women, the elderly, disabled, boys and men are met as much as possible.
- Participate in training for WASH team members on ways to implement protection mainstreaming.
- Work with the PM and Manager to ensure protection issues are considered at all stages of programming.

5%







**Quality Management**

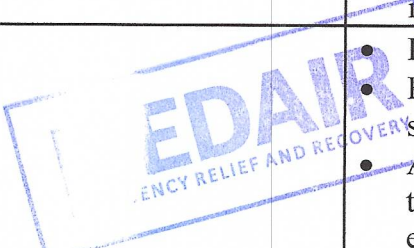
- Ensure high standard of work, aiming to achieve SPHERE standards or better for all interventions.
- Continually monitor the quality of the activities and adjust as necessary.
- Ensure effective integration and mainstreaming of gender, protection and disability into the project in liaison with the WASH PM.
- Review and suggest recommendations for WASH activities and strategy to the PM and WASH Advisor.

5%

**PERSON SPECIFICATION:**

QUALIFICATION / EXPERIENCE:	ESSENTIAL	DESIRABLE
<b>Vocational qualification</b> 	<ul style="list-style-type: none"> <li>• Diploma in public health, water supply and sanitation engineering/management; hydraulic engineering, civil engineering, environmental engineering, environmental management, Hydrogeology, building construction, and related fields</li> <li>And</li> <li>• Technical training/certification in borehole and pump (hand and solar) repair/rehabilitation.</li> </ul>	<ul style="list-style-type: none"> <li>• BSc degree or diploma in hydraulic engineering, civil engineering, environmental engineering, Hydrogeology, public health, water supply and sanitation engineering, community development, building construction, and related fields</li> <li>• COVID-19 training</li> <li>• Technical training/certification in borehole repair/rehabilitation, physical, bacteriological water quality testing and participatory hygiene promotion</li> <li>• Knowledge of Participatory methodologies</li> </ul>
<b>Work experience</b> 	<ul style="list-style-type: none"> <li>• 2 years' experience working in borehole and handpump installation and repair, piped water systems such as SWATs, sanitation (clinic latrines) and community hygiene promotion in emergency settings</li> </ul>	<ul style="list-style-type: none"> <li>• Care Group Model, PHAST, CHAST, IYCF and/or CLTS</li> <li>• Qualitative data collection methodologies</li> <li>• Household water treatment systems</li> <li>• Managing WASH infrastructure.</li> <li>• SWAT supervision.</li> </ul>

			<ul style="list-style-type: none"> <li>Knowledge of sampling and survey methodology.</li> </ul>
Languages		<ul style="list-style-type: none"> <li>Fluent spoken and written English</li> <li>Fluent spoken and written Arabic</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of other languages spoken in South Sudan</li> </ul>
IT		<ul style="list-style-type: none"> <li>Basic knowledge of Microsoft Office applications (Word, Excel, PowerPoint and Outlook) and email</li> <li>Able to conduct basic internet searches for work purposes.</li> </ul>	<ul style="list-style-type: none"> <li>Advanced knowledge of Word and Excel functions (e.g. special formatting, formulas, etc.)</li> <li>Experience with mobile resources, e.g. ODK or mWater</li> <li>Able to use MS Teams and internal computer systems.</li> </ul>

COMPETENCIES	ESSENTIAL	DESIRABLE
Motivation	<ul style="list-style-type: none"> <li>Self-motivated</li> <li>Takes initiative</li> <li>Passionate about working with communities.</li> <li>Identifies with Medair's values</li> </ul>	Motivated by Christian faith
Team building	<ul style="list-style-type: none"> <li>Team player</li> <li>Enjoys working collaboratively</li> <li>Able to relate well in a multicultural team and work environment.</li> </ul>	<ul style="list-style-type: none"> <li>Encourages teammates</li> <li>Ease in establishing relationships</li> </ul>
Communication	<ul style="list-style-type: none"> <li>Good interpersonal communication skills</li> </ul>	<ul style="list-style-type: none"> <li>Able to plan and organize a team</li> </ul>
Adaptability	<ul style="list-style-type: none"> <li>Can work independently and be self-directed on tasks to accomplish an assigned goal</li> <li>Ability to cope with living and working in fairly simple conditions</li> <li>Interest and respect for indigenous knowledge</li> </ul>	<ul style="list-style-type: none"> <li>Stress management capacity Personal awareness of own stress indicators</li> <li>Keeps a positive attitude in difficult situations</li> </ul>
Practical	 <ul style="list-style-type: none"> <li>India Mark II hand pump repair</li> <li>Basic carpentry and masonry skills</li> <li>Able to use basic hand and power tools (saws, screwdrivers, drills etc).</li> </ul>	<ul style="list-style-type: none"> <li>Valid driving license</li> <li>4-Wheel driving/off-road skills</li> <li>Basic motor mechanics</li> <li>Solar pump installation</li> </ul>
Management & Leadership	<ul style="list-style-type: none"> <li>Problem solver</li> <li>Able to organize work according to plan</li> <li>Coaching/teaching skills</li> </ul>	<ul style="list-style-type: none"> <li>Initiative taker,</li> <li>Conflict Resolution</li> </ul>



<b>WORK CONDITIONS</b>	This is a field-based position and working and living conditions may be very different to that previously experienced.
<b>JOB DETAILS</b>	See the values of Medair WASH in the Quality Manual (Medair) in <a href="http://www.medair.org">www.medair.org</a>
<b>JOB COMMITMENT</b> (mention official planned date to start the job and contractual duration of commitment agreed upon (in months / years))	
Date of Issue:	09/November/2021
Deadline for applying:	01/December/2021
Starting date:	As soon as possible
<b>Duration of commitment:</b>	Four to six months with the possibility of extension depending on performance and fund availability
<b>Application Details:</b>	Please submit your application comprising (1) a comprehension CV that includes contact details, education and training background, work experience and 3 referees, and (2) a Cover letter detailing how you qualify for this position <b>to our country office in Tonging Theo-road</b> or email us on <a href="mailto:recruitment@southsudan.medair.org">recruitment@southsudan.medair.org</a>

**Note: Due to the urgency of the position we may start the shortlist on daily basis**

