



**JOB TITLE:** Hygiene Promotion Officer  
**LOCATION:** Bentiu  
**START DATE:** ASAP  
**DURATION:** 6 Months.  
**SALARY BAND:** 8B  
**SECTOR:** Environmental Health (WASH)



**Location:** Bentiu (Host community) *Female applicants are strongly encouraged to apply for this position.*

**BACKGROUND:**

The International Rescue Committee (IRC) responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. Founded in 1933 at the request of Albert Einstein, the IRC offers lifesaving care and life-changing assistance to refugees forced to flee from war or disaster. At work today in over 40 countries and 22 U.S. cities, we restore safety, dignity, and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home. IRC has operated in South Sudan for over 30 years now delivering humanitarian relief, post-conflict assistance, and development programs in both refugees, internally displaced, and host community settings. IRC operates in 9 field offices including in Juba with a program portfolio covering health, nutrition, child protection, economic recovery and development (ERD)/livelihoods, women's protection and empowerment, and general protection. IRC continues to provide life-saving assistance and humanitarian aid to vulnerable South Sudanese, trying to rebuild their lives and restore peace. The IRC's new strategy in South Sudan will prioritize improving health, safety, and economic well-being, targeting women, children, and other vulnerable groups.

**Scope:**

The IRC South Sudan is currently implementing comprehensive programming in Bentiu and Rubkona County in 2021. The current population to be served by the IRC's Environmental Health/WASH program in the host community is 12,000 people. The Hygiene Promotion Officer will be responsible for ensuring quality and smooth implementation of behavioral changes through routine hygiene promotion campaigns, Focused group discussions (FGDs), Community meetings, as well as any other relevant components of the IRC's Environmental Health/WASH program in the targeted communities. She/he will provide leadership and guidance to the program assistants under her/his supervision. The Environmental Health/WASH program will focus on protecting people from water, sanitation, and hygiene-related diseases through improved hygiene practices that will avert and prevent the spread of Hep -E and diarrheal disease risk factors. The position will be based in Bentiu town with frequent travel to the targeted host communities around Bentiu and Rubkona County.

Under the supervision of the WASH manager, the Environmental health/Hygiene Promotion Officer will be involved in planning, implementation, management, monitoring, and evaluation of the implementation of sanitation infrastructures and capacity building of staff and volunteers in the communities to promote good hygiene practices. She/He will be responsible for the hygiene promotion element, NFIs distribution and management of field team, intensive training, and mentoring skills, and working in coordination with the other EH officers. The position requires strong community hygiene skills including good team leadership for punctual completion of work.

**Major Responsibilities:**

- Ensure that all hygiene promotion activities are in line with project strategy and design.
- Maintain close links and collaboration with other sectors and in particular Health, Nutrition, Protection.
- Ensure that the hygiene promotion activities are implemented in a timely and professional manner (as per SPHERE and IRC standards) and in line with beneficiary needs.

**Technical Quality:**

- Together with community leaders and members identify and train Community Hygiene Promoters in the delivery of hygiene awareness-raising sessions.

Page 1 of 3



*II Approve for Advert.*  
*016*  
*SMO, PS & HRD*  
*USB*





**JOB TITLE:** Hygiene Promotion Officer  
**LOCATION:** Bentiu  
**START DATE:** ASAP  
**DURATION:** 6 Months.  
**SALARY BAND:** 8B  
**SECTOR:** Environmental Health (WASH)

- Conduct rapid and detailed assessments aimed at establishing knowledge, awareness, and practices of the target community concerning hygiene.
- Assist the EH Manager in the design and implementation of the Hygiene Promotion IEC materials and M&E Plan.
- Directly manage the day-to-day hygiene promotion activities in the field of all targeted communities within Bentiu and Rubkona axis.
- Ensure that hygiene promotion activities meet stated objectives within the timeframe;
- Ensure program activities foster accountability to beneficiaries, gender and protection sensitivity and inclusion are adequately addressed in programming;
- Propose technical designs and methodologies for all hygiene promotion hygiene activities
- Provide technical support and training for hygiene promoters and community members.
- Provide weekly reports, document results, and maintain detailed records

#### **Staff Supervision & Development**

- The post holder will directly manage the EH Hygiene Promoters and community mobilizers/volunteers and S/he will support the EH Manager with assessing staffing requirements against the size and scale of the emergency.
- Participate in the recruitment of staff in the approved EH organogram.
- Maintain open and professional relations with team members, promoting a strong team spirit and providing oversight and guidance to enable staff to successfully perform in their positions.
- Take responsibility for discussing job expectations, performance, and objectives on an informal, quarterly basis with designated staff.
- Ensure timely completion and submission of monthly timesheets, probations reviews, and annual performance reviews.
- Plan/coordinate and oversee hygiene promoters team work plans, work and vacation schedules, and team training/development activities
- Identify team performance issues and work with the EH Manager to address these appropriately.
- Responsible for EH Assistant-Hygiene promotion and community hygiene promoters' timesheets, work plans, vacation schedules, and staff training/development activities.
- Ensure that the EH Assistant-Hygiene promotion collects community hygiene promoters' timesheets, vacations, and progress with work plans
- Adhere to and act following the IRC Global HR Policies and Procedures

#### **Grant Planning & Implementation**

- Prepare and maintain/update detailed work plan(s) that support the achievement of the overall grant timeline and completion date
- Assist the EH Manager in the design of all assessments, monitoring, and hygiene promotion tools.
- Conduct weekly WASH NFI needs assessments at the targeted Health care centers and Nutrition outreach to targeted pregnant women and mothers/caregivers with a malnourished child receiving treatment for SAM and MAM cases, distribution plans and actively participate and monitor the distribution of NFIs for the targeted pregnant women and mother/caregivers with malnourished child.
- Provide weekly reports of progress on the hygiene promotion activities to the EH Manager.
- Coordinate closely with the EH Assistant (Water and Sanitation) EH Assistant (Hygiene Promotion) on water quantity, location of water sources/communal taps while considering beneficiary needs.
- Implement Training of Trainer (ToT) sessions on Health and Hygiene promotion to Community Hygiene Promoters in target communities.
- Submit periodically and ad hoc reports on progress and monitoring activities as requested by the EH Manager





**JOB TITLE:** Hygiene Promotion Officer  
**LOCATION:** Bentiu  
**START DATE:** ASAP  
**DURATION:** 6 Months.  
**SALARY BAND:** 8B  
**SECTOR:** Environmental Health (WASH)

II- Approved by  
RDC Unity



#### Coordination & Representation

- Work closely and coordinate with IRC logistics and finance to ensure timely and compliant program activities; including active participation in procurement meetings.
- Undertake/participate in liaison, coordination, and information sharing activities with national NGOs, international organizations, donors, and government at the field level.

#### Other duties

- Consistently and proactively monitor/assess the safety and security of the team; promptly reporting concerns or incidents to the EH Manager and Coordinator, and when liaising with community leaders and other external parties as required to maintain/enhance the security environment for IRC programs
- Other duties as assigned by the supervisor to enable and develop IRC programs

#### Job Requirements:

- Diploma/certificate in Environmental Sciences, Social Work, Nursing, Public Health, etc;- relevant experience will supersede the formal qualification.
- Up to 3 years experience in hygiene promotion programs with INGOs;
- Excellent understanding of EH/WASH issues in emergencies and knowledge of emergency standards (Sphere)
- Strong management and communication skills;
- Ability to live and work in the stressful and insecure environment;
- Able to manage multiple tasks.
- Knowledge and/or experience in conflict management, protection, or another related field;
- Able to work under pressure and good at timely decision-making.
- Knowledge of English
- Fluency in the local languages-Hausa and Kanuri
- Excellent professional approach and strong team-building skills.
- Competent user of MS Applications: Word, Excel.



**Professional Standards:** The IRC workers must adhere to the values and principles outlined in The IRC Way - Standards for Professional Conduct. These are Integrity, Service, and Accountability. Following these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity Anti-Retaliation and Combating Trafficking in Persons

**Work Environment:** There is active conflict in parts of the country and a possibility of the conflict expanding into other locations. The situation in Jamjang is currently quiet, however, it remains unpredictable. Security will be thoroughly discussed during the interview process.

IRC is an Equal Opportunity Employer, IRC considers all applicants based on merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, or disability.

- DATE LINE: 5<sup>th</sup> / DEC / 2021

Drop your application Bentiu IOP  
SECTOR 4 B11 (FACILITY)