**OXFAM SOUTH SUDAN**

**JOB DESCRIPTION**

**WASH (PHE & PHP) Officer**

**Direct reporting to:** SIDA Programme Manager

**Matrix reporting:**  Field PMs & WASH TL

**Internal Job Grade:** D2 National

**Contract type:**  Fixed Term

**Location:** Juba Roving, South Sudan

**Staff reporting to this post:** Project Assistants, Contractors, and casual labourers

**Total Workforce:**

**Annual Budget:**

**Job Purpose**

The WASH Officer is responsible for the implementation of WASH activities (both PHP and PHE) integrated with Education and Livelihoods, team-management of assistants, WASH community workers, volunteers/mobilizers, partner staff casuals and contractors and contribute to new and innovative. The Officer will support WASH TL in ensuring successful and smooth running of the interventions. He/She will strive to work towards a holistic intervention cutting across different technical sectors (WASH, Education and EFSL) and support the Project Manager and Technical Coordinators when instructed.

**South Sudan Context**

Oxfam has been working in South Sudan since 1983, devoted to empowering people against poverty. In 2015 the organisation consolidated its efforts to meet the needs of the most vulnerable and has reached over 1.2 million people across South Sudan with life-saving sustainable assistance. The Oxfam Humanitarian and Development programme currently operates through 12 field bases in the former Jonglei State (5 bases), Unity State, Upper Nile State, Western Bahr El Ghazal State, Lakes State, Central Equatoria State, Eastern Equatoria State, and Upper Nile State.

Gender justice programming is a mainstream in all the work we do and standalone gender justice projects are being developed. Oxfam works in partnerships where possible and aims to increase the number of women’s rights organizations partnered to 40% by 2019.

**RESPONSIBILITIES**

* Provide WASH technical support to the project, field assessments, designing facilities, construction, and installation supervision, testing and commissioning of WASH facilities.
* Prepare technical drawings and BoQs for WASH facilities to ensure that installation and operations conform to the set technical standards.
* Prepare estimates, supply planning and monitoring WASH activity lines in the budget.
* Supervise and monitor implementation of the project activities closely with the local partners, local authorities, and selected contractors/suppliers.
* Integrate WASH in school activities within the established school hygiene clubs
* Carry out COVID-19 Infection Prevention and Control and Risk Communication and Community Engagement interventions
* Conduct assessment, mapping, repairs, and rehabilitation works for water systems targeted under the project
* Conduct WASH in school related assessment and identify gaps to inform the interventions to be carried out
* Work closely with other sectors to develop and disseminate COVID-19 and hygiene messages through radio and use of mass messaging through mobile public address systems
* Work in close collaboration with other members of the Project team to ensure an integrated approach to meet the needs of a population (Education, EFSL, Protection, Gender, Advocacy).
* Produce realistic work plans, as well as procurement plans for all PHE and PHP activities ensuring that deadlines are in line with donor timeframes.
* Ensure that target Communities, water utilities, local authorities and partners are engaged and consulted during the entire project
* Ensure that all programmes take gender, disabilities, and HIV issues fully into account. This includes the introduction of mechanisms to enable women and less abled people to participate in decision making around sanitation work.
* Ensure that all programme activities are in line with minimum requirement laid out in OGB Minimum requirements for PHE and PHP in emergencies and Sphere standards

**Reporting, Communications & Coordination**

* Provide regular verbal and written reports to the Programme Manager
* Liaise closely with all other thematic focal points within the project (Education, Protection, and Livelihood) to ensure a cohesive and integrated approach is achieved.
* Actively participate in the field level WASH coordination forums.
* Represent Oxfam in meetings, community consultations and other forums as directed by the Project manager.

**Staff Management**

* Provide day to day management of the assistants, contractors, casuals where necessary
* Assess PHE and PHP team capacity level and suggest areas of improvement to the WASH Team Leader who will support in devising clear and concise capacity training schedules accordingly.
* To provide additional support to other humanitarian programmes as directed by Programme Manager and Technical Coordinator. This may include capacity building and training in other programme offices and possible field visits on specific technical support and training to local partners.

**SKILLS AND COMPETENCIES**

**Essential**

* **RELEVANT** Undergraduate or Diploma qualification in any WASH discipline such as Civil, Water or Environmental engineering, Public Health or Environmental Health.
* At least 3 years of **RELEVANT** experience as a WASH Officer working in South Sudan and implementing both hardware and software WASH activities.
* Good assessment, monitoring and evaluating and planning skills to enable programme design and delivery.
* Experience of monitoring budgets.
* Experience of training staff and developing staff and partner capacity
* Good knowledge of Sphere standards, Humanitarian Accountability Principles, and Humanitarian needs assessment.
* Ability to understand complex security situations and adjust operations accordingly.
* Ability and willingness to live and work in conflict and remote field locations under basic conditions.
* Strong attention to detail. The ability to present concise reports, sometimes at short notice, reflecting the problems and possible solutions for situations.
* Proven experience as a team player and demonstrably cooperative with members of other teams, responding flexibly, with speed and accurately to queries and issues
* Diplomacy, good interpersonal and organizational skills, together with the capacity to remain calm under pressure and not lose sight of strategic priorities.
* Self-aware and able to assess own, team and other stakeholders’ abilities and limitations.
* High level of computer literacy especially Word, Excel and Powerpoint.
* Commitment to Oxfam’s principles and values of accountability, inclusiveness, and empowerment. This includes demonstrated experience of integrating gender and diversity issues into programmes.
* Good knowledge of written and spoken English.
* Experience of management/supervisory responsibilities
* Familiar with and abide by the NGO/Red Cross Code of Conduct, the People in Aid Code, Oxfam International procedures, and other regulatory codes (e.g. Interaction Field Co-operation Protocol).
* Sensitivity to cultural differences and the ability to work in a wide variety of cultural contexts.

Knowledge of local languages is an added value.