


External Job advertisements

ERT WASH Officer,

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JOB DESCRIPTION

NAME of the Organization	MEDAIR South Sudan
JOB TITLE & POSITION	Emergency Response Team (ERT) WASH Officer
LOCATION	Based out of Juba, responding in any of the 10 states of South Sudan
REPORTING TO	ERT WASH Manager and appointed team leader (if applicable)
OVERALL, PURPOSE	Contribute to the implementation, management, and supervision of Medair's WASH Emergency Response Programme.
PROJECT OVERVIEW	The ERT WASH Officer is responsible for providing technical and operational support in the implementation of water, sanitation, and hygiene (WASH) programs during emergencies. The role involves rapid assessments, planning, coordination, and the execution of WASH interventions in disaster-affected areas. The officer works closely with local authorities, humanitarian partners, and the affected communities to ensure that clean water, sanitation facilities, and hygiene promotion activities are delivered promptly and efficiently. This project responds to emergencies on an as needed basis. Typically, the project responds in several different capacities: installation of surface water treatment system (SWAT) including community training, borehole rehabilitation, manual drilling, hygiene promotion and provision of emergency latrines.

FUNCTIONAL LINKS	
Internal:	<ul style="list-style-type: none"> • Direct line management by the WASH Manager • Functional relationships with the WASH PM, the WASH Advisor and Monitoring and Evaluation team • Day-to-day work and co-ordination with ERT colleagues (technicians, logisticians and community liaison officers) and support staff.
External:	<ul style="list-style-type: none"> • Direct management of contractors and hired casual laborers. • Coordination with beneficiaries, local authorities (e.g. County Commissioners, Payam Administrators) and other humanitarian agencies. • Consultation and capacity building of community members in intervention locations • Liaison with local institutions, counterparts, and civil authorities

RESPONSIBILITIES	
<ul style="list-style-type: none"> • To implement WASH technical activities in the field by training pump mechanics and water committee members, closely monitoring and supervision of the construction of sanitation or water construction, drilling or repairing boreholes, installation of water treatment unit and implementing creative ways to provide basics WASH services to the beneficiaries in the field. • To uphold Medair values and to contribute to the wellbeing of the team as an active member (e.g. participating in the spiritual activities such as intercession, Bible study, devotional time, etc.) • To act as a focal point for the Medair ERT WASH team in field locations, taking responsibility for the security of the team and communication with Juba. • To manage cash in field locations, ensuring that all transactions are accurately and correctly documented and taking responsibility for ensuring all receipts and expenses balance. • Ensure community engagement in Medair WASH ERT interventions. • Work closely with the Hygiene Promotion team to implement together activities that will support the intervention. • Ensure that community members have been adequately empowered to accept handover of any installed infrastructure after project completion 	

MAIN ACTIVITIES

1. Technical	<ul style="list-style-type: none"> • Ensure timely and quality construction and/or rehabilitation of water and sanitation infrastructure as appropriate for the community served. • Strong understanding of WASH-related technical interventions in emergencies, including water quality management, sanitation systems, and hygiene promotion. • Knowledge of international humanitarian standards, including Sphere Standards and humanitarian WASH guidelines. • Familiarity with water and sanitation technologies and tools used in emergency settings. • Participate in the planning and implementation of WASH needs assessments amongst target communities. • Appropriately involve the beneficiary population in all phases of the projects. • Seek for the continual improvement of both the technical implementation and the processes of the WASH programme. • Conduct exit survey at the end of each intervention. • Collect beneficiary feedback and complaint during the entire time of the project. • Conduct water testing 	20%
2. Quality Management	<ul style="list-style-type: none"> • Ensure a high standard of work at all times, aiming to achieve SPHERE standards or better for all interventions. • Ensure effective integration and mainstreaming of gender into the project in liaison with the WASH Advisor. • Review and suggest recommendations for WASH activities and strategy to the PM and WASH Advisor. 	10%
3. Communication	<ul style="list-style-type: none"> • Provide regular field reports to the Project Manager or PM by email, telephone, or HF radio communication. • Provide feedback on performance of contractors and casual laborers and seek guidance as required for dealing with any issues. • Contribute to writing assessment and intervention reports immediately upon returning from field locations. • 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 on behalf of Medair. • Refer to the WASH PM before making any commitment on behalf of Medair whether verbal or written. 	20%
4. HR/Staff Management (in the field)	<ul style="list-style-type: none"> • Hire, manage and ensure proper payment of casual laborers in field locations for the construction and rehabilitation of WASH infrastructure. • If appointed as the field team leader, ensure other team members fulfil their respective roles adequately and provide support and guidance to enable them to do so as required. • Provide support, assistance and mentoring to more junior members of staff as required to encourage their professional development 	10%
5. Logistics/Finance	<ul style="list-style-type: none"> • Provide support as necessary to the ERT logistics team and Juba-based country logistics team in managing stock levels of tools, equipment, and materials in the Juba warehouse. • Coordinate the procurement and timely delivery of WASH materials and supplies to affected areas. • Work with logistics teams to ensure that transportation and storage arrangements for WASH materials are in place. • Raise stock request and upload them in intranet to request items from the Warehouse. • Provide logistical support to teams in the field. • Obtain quotations and procure services and materials in field locations with or without the support of field logisticians. • Manage team supplies of food and household items and tools/materials for interventions when in field locations. • Manage cash in the field and maintain detailed and accurate records of all expenses. • Raise PDF to request money for the activities in the field 	20%
6. Monitoring and Evaluation	<ul style="list-style-type: none"> • Work alongside Medair Monitoring and Evaluation (M&E) staff to establish tracking and reporting mechanisms for Medair WASH ERT Interventions • Work alongside (M&E) staff to develop, administer, an analyze post-distribution monitoring (PDM) and beneficiary satisfaction surveys for Medair WASH ERT Interventions • Train and supervise enumerators during the administration of PDM and beneficiary-satisfaction surveys. • Establish feedback and complaint mechanisms in the field to identify and address beneficiary concerns 	10%



<p>7. Coordination and collaborate.</p> <ul style="list-style-type: none"> • Work closely with other sectors (health, shelter, nutrition, etc.) and partners (NGOs, local authorities, UN agencies) to ensure an integrated emergency response. • Participate in emergency response coordination meetings and share information on WASH activities, needs, and gaps. • Build and maintain relationships with local authorities, community leaders, and other stakeholders to ensure the smooth implementation of WASH interventions. 	
<p>8. Protection Mainstreaming</p> <ul style="list-style-type: none"> • Take part in joint evaluation and planning sessions between Medair and the community to actively identify protection concerns. • Prepare, conduct, monitor and evaluate community assessments to ensure felt needs are identified and prioritized. • Ensure that the specific needs of men, women, boys and girls as well as the elderly and disabled are met as much as possible. • Provide occasional training for WASH team members on ways to implement protection mainstreaming. • Work with the PM and Managers to ensure protection issues are considered at all stages of programming. 	10%

PERSON SPECIFICATION:

QUALIFICATION / EXPERIENCE:	ESSENTIAL	DESIRABLE
Education/vocational qualification	Bachelor's degree in public health, Environmental Engineering, Civil Engineering, or a related field. Additional certifications or training in WASH-related fields are an advantage. Technical training/certification in borehole repair/rehabilitation.	Diploma in Community Based Development; Knowledge of Participatory methodologies Engineering degree
Work experience	4 years' experience in construction, especially sanitation, borehole repair, water supply in emergency settings Experience of working with communities	Experience in borehole drilling
Languages	Good spoken and written English	Good spoken (Juba) Arabic and knowledge of other languages common in South Sudan
IT	Basic knowledge of Microsoft Office applications (Word, Excel, Powerpoint and Outlook) and email	Advanced knowledge of Word and Excel functions (e.g. special formatting, formulas, etc.)

COMPETENCIES	ESSENTIAL	DESIRABLE
Motivation	Identify with Medair's Christian faith values. Willingness to learn and teach	
Problem solving	Ability to identify and address challenges in complex emergency contexts.	
Team building	Team player: open to share and receive information. Good at establishing relationships	Maintain a positive attitude in difficult situations
Adaptability	Flexibility to be able to travel to field locations across South Sudan at short notice (e.g. <48h). Ability to cope with living and working in simple conditions. Interest and respect for indigenous knowledge	Personal awareness of own stress indicators and ability to manage stress.
Cultural sensitivity	Awareness of and respect for cultural norms and practices in affected communities.	
Technical expertise	India Mark II hand pump repair Basic carpentry and masonry skills	Valid driving license 4-Wheel driving/off-road skills Basic motor mechanics



		Experience of setting up and operating water treatment systems
Management & Leadership	Good planning, organization and reporting skills	Coaching/teaching skills Initiative taker, problem solver
WORK CONDITIONS	<ul style="list-style-type: none"> Working and living in a location of relative insecurity in South Sudan, often in very basic conditions (typically camping). The officer will be expected to work under challenging field conditions, including limited infrastructure, tight deadlines, and the need for quick decision-making. Flexibility in working hours is required, including the possibility of working evenings, weekends, and holidays during emergencies. Whilst in Juba, a 5-day working week (Monday-Friday) is a normal practice, unless any work requires to work few hours on Saturdays. Limitations of accessibility to field locations can often mean interruptions to normal pattern of work. Responsible for own residence whilst in Juba. 	
JOB DETAILS	See the values of Medair WASH in the Quality Manual (Medair) in www.medair.org	
JOB COMMITMENT (mention official planned date to start the job and contractual duration of commitment agreed upon (in months / years))		
Duration of commitment:	6 Months	

Application deadline: 10th January 2025 at 5:00 PM.

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 to: **Recruitment Human Resources Department Medair South Sudan - Bilpam Road, Hai Tong Ping** or e-mail: recruitment-sds@medair.org.

