

## Job Advertisement

**POSITION:** WASH Project Officer (01 position)

**LOCATION:** Yei & Lainya

**STARTING DATE:** ASAP

Tearfund is a Christian international relief and development agency working globally to end poverty and injustice, and to restore dignity and hope in some of the world's poorest communities.

Our vision is to see all people freed from poverty, living transformed lives and reaching their God –given potential by:

- Envisioning churches to embrace their calling to address poverty and injustice
- Developing communities and building resilience, sustainably and holistically
- Changing unjust policies and practices to deliver justice for poor communities
- Enabling communities affected by disaster and conflict to recover quickly and be better equipped to face future hazards.

We are committed to developing experts who are inspired, resourceful, courageous, compassionate and equipped. If you are interested in working with us, take time to look around our website and discover more about our unique organisation.

Tearfund South Sudan Programme is looking for a suitable South Sudanese candidate to fill in the position of **WASH Project Officer** to be based in **Yei/Lainya**.

### 1. JOB OVERVIEW

The Roving WASH Project Officer (PO) is responsible for implementation of WASH component of the project including : Coordinating the Construction of Latrines, Swallow well, rain water harvesting facilities, repair of Hand Pump, providing training and line management of Senior Hand Pump Mechanic, WASH Extension workers; monitoring and evaluation; training of WASH committees; and development of Water Safety Plans. His/her work will also include good sanitation practices (excreta disposal, vector control, solid waste management and drainage) and safe water supply (rehabilitation of existing Boreholes). The PO shares regular updates with the Project Coordinator concerning project implementation, and any other situation that requires immediate action.

### 2. POSITION IN ORGANISATION

- Grade: B1
- Reports to the Central Equatoria Project Coordinator
- Direct Reports: WASH assistant project officers and Senior Hand Pump Mechanic.
- Dotted Line Responsibility: works in collaboration with WASH Advisors/Managers and with Support Service officer and programme Manager.

### 3. ORGANIZATIONAL REQUIREMENTS

- The post-holder will, at all times, carry out their responsibilities with the utmost respect for the protection of children in accordance with Tearfund's Child Protection Policy.
- The post-holder will be required to actively participate in the spiritual life of Tearfund in the following ways:
  - Model godly leadership in all aspects of character and conduct.
  - To lead or contribute in Christian worship, prayer, teaching and biblical reflections during collective staff prayer times and encourage staff to attend as is appropriate.
  - To be committed to and share in the outworking of Tearfund's Mission, Purpose, Values and Beliefs statement.
  - To actively work and live in accordance with Tearfund's Statement of Faith and Tearfund's Christian ethos.
  - To pursue and maintain a Christian faith through ongoing personal spiritual development and a relationship with God.
  - To provide support and spiritual encouragement to staff and colleagues, in line with biblical principles.



- The post-holder will be expected to behave in accordance with Tearfund's 'Code of Conduct' as referred to in the Personal Conduct Policy.
- Ensuring staff familiarity with Tearfund's mandate, values, Quality Standards, policies and programme objectives and their individual responsibilities in upholding these standards and policies.

#### 4. KEY RESPONSIBILITIES

##### 4.1. PROJECT IMPLEMENTATION

- Conduct technical training to staff and TOT courses for staff and Volunteers.
- Ensure Tearfund's purpose, values, and the programme objectives are understood and communicated amongst project field staff and local community
- In coordination with the project Coordinator, participate in the need's assessments and other required data collection, analysis and reporting.
- Responsible for managing specific project budget lines, monitoring expenditure to budget, identify and propose required corrective actions to the Programme Coordinator.
- Support the project Coordinator by developing specific action plans for the WASH project activities in line with the WASH Strategy and the funding requirements and in line with GoSS Water Policy.
- Plan, implement and support all the sanitation activities of the WASH programming including the Borehole repair within the selected villages
- Assist in collaboration with community representative and County WASH focal person, to undertake detailed analysis and redesigning locally appropriate latrine construction methods and rehabilitation using the most locally available materials that resist floods and doesn't compromise the quality of latrines and promotes its usage.
- In collaboration with the WASH advisor, community leaders and county WASH department, undertake detailed analysis for designed swallow wells, carry out routine supervision of the construction and provide guidance to vendors ensuring no deviation from the proposed design.
- In collaboration with the WASH advisor, community leaders and county WASH department, undertake detailed analysis for the designed water harvesting structure, carry out routine supervision of the installation and provide guidance to vendors ensuring no deviation from the proposed design.
- Generate bills of quantity for construction works in WASH projects.
- Participate in Payam and County level sector meetings and evaluations with other agencies and government departments working in the WASH sector and advocate to ensure integration between nutrition, water & sanitation and health sectors in accordance with the WASH strategy.
- Assist the project Coordinator to ensure the timely compilation of situation updates, project and monthly narrative reports for field and Head Office management, in accordance with required reporting formats, both internal monitoring and for funding reporting purposes.
- Establish record keeping and reporting procedures for all WASH activities (including specific logistical and financial aspects) in liaison with the Programme Coordinator
- Develop designs and systems modifications as appropriate for continuous improvement of the programme in terms of designs, methodology and implementation to ensure quality services are delivered to the community.
- Responsible for ensuring incidents are timely reported.

##### 4.2. TEAM MANAGEMENT

- In collaboration with the HR Officer, ensure HR policies and procedures are understood by the project field team and implemented.
- Ensure Tearfund's performance management system is effectively implemented across the project team, with objective setting, probationary reviews, regular catch ups, 6-monthly performance appraisals and exit interviews, carried out for all project staff.
- Support the implementation of Tearfund's staff development policy, including personal development planning, across the project team in a way that is consistent and transparent.
- Conduct disciplinary and grievance procedures, as required, in collaboration with the project coordinator.

##### 4.3. EXTERNAL REPRESENTATION





- Build positive working relationships with local communities, Payam Administration, Leadership at the Boma and the Community level working with the WASH Committees.
- Attend relevant inter-agency coordination meetings as required.

## PART 2 – PERSON SPECIFICATION

**JOB TITLE: WASH Project Officer**

	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Degree in civil engineering, water supply and technology or Public health.</li> </ul>	<ul style="list-style-type: none"> <li>• Additional qualification in Environment health</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Proven experience in Water and Sanitation field work</li> <li>• knowledge of good practice standards: SPHERE</li> <li>• NGO experience</li> <li>• Experience in working with community</li> <li>• Experience in project implementation</li> <li>• Proven safety management experience</li> <li>• At least 2 years' experience</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in implementing community WASH projects</li> </ul>
<b>SKILLS/ ABILITIES</b>	<ul style="list-style-type: none"> <li>• Good written English</li> <li>• Good command of local language</li> <li>• Skills in managing people</li> <li>• Community mobilization skills</li> <li>• Participatory rural appraisal(PRA) skills</li> <li>• Computer literate</li> <li>• Ability to lead, participate and facilitate in collective staff prayer and bible studies</li> </ul>	
<b>PERSONAL QUALITIES</b>	<ul style="list-style-type: none"> <li>• Committed Christian with a personal relationship with God</li> <li>• Committed to regular Christian fellowship with other Christians</li> <li>• Emotionally &amp; spiritually mature</li> <li>• Team player</li> <li>• Commitment to accountability to beneficiaries and transparency, showing dignity and respect, and demonstrating listening and understanding</li> <li>• Understanding and sensitivity to cross cultural issues</li> <li>• Flexible and adaptable to ever changing environments</li> </ul>	

### How to Apply:

If you believe you are the candidate we are looking for, please submit your CV and cover letter **only in English** as well as Tearfund application form- which can be collected from the **office of PLAN International**, Located in Hai Gabat , detailing your experience for the post and include your daytime telephone contact. Applications online can be submitted to [southsudan-recruitment@tearfund.org](mailto:southsudan-recruitment@tearfund.org) The subject matter of your email should be the title of the job you are applying for.

Closing date for receiving applications is **31st August 2021 at 5:00pm.**

**NB:**

- Female candidates are strongly encouraged to apply
- Only short-listed applicants will be contacted for interviews
- Applications once received are not returnable
- Contract period for this position will be 10 months and can be extended subject to available programme funding.

