

REQUEST FOR SUPPORT FROM STANDBY PARTNERS

Title: WASH Specialist

Duty Station: Gaza

Duration: Three months (starting asap)

Purpose for the job:

The position reports to the WASH Specialist in Gaza. S/he is accountable for professional technical contribution to programme/project design, planning, administration, monitoring and evaluation of WASH programme/project activities, data analysis and progress reporting, and commitment for enhancement of teamwork and capacity building, in support of achievement of planned objectives of the work plan, aligned with country programme goals and strategy.

KEY ACCOUNTABILITIES and DUTIES & TASKS

Within the delegated authority and under the given organizational set-up, the incumbent may be assigned the primarily, shared, or contributory accountabilities for all or part of the following areas of major duties and key end-results.

1. Programme/Project Management

Ensure the availability of accurate, complete and up-to-date information required for effective WASH programme and project design, implementation, management, monitoring and evaluation. Draft sound WASH programme budgets for review by the supervisor, including concrete steps to enhance emergency preparedness and response.

2. Programme Efficiency and Effectiveness

Enhance programme efficiency and effectiveness through evidence base approach and implementation follow-on, including monitoring UNICEF inputs, local conditions and resources, flow of supply and non-supply and emergency assistance and WASH programme status.

3. Work Plan and Programme Documentation

Analyse collected data and information and prepare progress reports; draft changes in WASH project work plans and assist in identification of required supplies and equipment (for both development and emergency orientated activities) as well as in the drafting of Country Programme Recommendation and other programme documentation, assuring accuracy and consistency with established rules, regulations and plans of action.

4. Programme Implementation Information and Data

Ensure the appropriateness of financial, administrative and supply documentation; verify that WASH programme expenditures are within allotments and that data is consistent with the programme information and database (e.g., FLS, ProMS). Follow up on queries or initiate corrective action on discrepancies. Collaborate with Monitoring & Evaluation office on maintaining a gender & equity focus in WASH data collection and reporting.

5. Knowledge Sharing

Compile WASH programme implementation, preparedness, training and orientation materials to promote knowledge sharing with counterparts, WASH sectoral stakeholders, donors and media.

6. Communication and Networking

Ensure the effective communication and networking developed and maintained through partnership and collaboration.

- Collaborate with Operations staff to implement internal controls systems and resolve day-to-day issues or discrepancies in financial or supply management.
- Team with local Government and sectoral stakeholders counterparts to exchange information on WASH programme implementation, status, capacity and risk mapping, preparedness as well as movement, prepositioning and distribution of supplies.
- Coordinate with members of the development community, including NGOs, UN and bilateral agencies in the exchange of information relating to WASH sector. Where appropriate support the IASC WASH Cluster during preparedness and response to emergencies.

Desired qualifications:

Education

University degree in one of the disciplines relevant to the following areas: Public Health, Civil Engineering, Mechanical Engineering, Geology, Hydrology, Sanitation Engineering, or a field relevant to international WASH related development assistance.

Additional training in Health Education or Communication for Development (Programme Communication), an asset.

Work Experience

Minimum two years of professional work experience in the UN and national government and field work experience.

Background/familiarity with Emergency preparedness and response (and the IASC Cluster approach).

Language Proficiency

Fluency in English. Knowledge of Arabic an asset.