



IOM International Organization for Migration
OIM Organisation internationale pour les migrations
OIM Organización Internacional para las Migraciones

I. POSITION INFORMATION	
Position title	WASH Officer
Position grade	P2 or P3
Duty station	Port Moresby, Papua New Guinea
Duration	Four months with possibility of extension
Reports directly to (Full name of the supervisor and position title)	Chief of Mission, Papua New Guinea
II. RESPONSIBILITIES AND ACCOUNTABILITIES	
<p>Under the overall supervision of the Chief of Mission in Papua New Guinea, and direct supervision of the Programme Manager for Emergency Response, the successful candidate will be responsible and accountable for the coordination and implementation of IOM activities within the framework of the emergency operation in the Earthquake affected areas in Papua New Guinea.</p>	
<p>In particular, s/he will:</p> <ol style="list-style-type: none">1. Lead the implementation of the activities required for the successful completion of the WASH projects for the emergency response following closely the donor(s) requirements and the directions of the Programme Manager for Emergency Response.2. Ensure that the project(s) meet their intended scope, time and budget. Guarantee that activities are performed in accordance to the specifications in the project proposal and notify in timely matter of any change request pertinent.3. Ensure relevant technical standards are formulated and agreed within the terms of reference. Work with the WASH Cluster to ensure the promotion of such standards.4. Use already develop training tools (PHHE and PHAST-CLTS) and ensuring locally relevant water systems and committees are included into key messages on recovery and reconstruction;5. Use the PHAST-CLTS Training of Trainers tools and roll out such trainings for national staff that will be deployed and supporting the affected communities.6. Work on assessment, design, Bill of Quantity (BoQ) calculation, tendering, contracting, monitoring, and reporting in close coordination with the Procurement Unit where IOM directly supports (re) construction;7. In coordination with relevant stakeholder and when needed, develop relevant assessments for the identification of proper lands to set up the appropriate camps, that include land access and ownership, water and natural resources, environmental concerns, safety and security, as well as cultural and social consideration, labour market etc. to cover the current and future needs of the displace population, involving host communities.8. In coordination with the relevant stakeholder and host communities, identify the service and concrete WASH reconstruction needs that may benefit local communities well after the displaced population has	

<p>returned home. Considerations have to be taken in relation to persons with specific needs and groups at risk.</p> <ol style="list-style-type: none"> 9. Manage the duties of a team of local WASH staff and community mobilizers. If required, organize community based skilled and unskilled laborers to construct WASH facilities in coordination with the Procurement Unit. 10. Manage technical and engineering components related to IOM WASH activities implemented in the region, including the management of local staff. 11. Oversee contractors in the areas of progress monitoring, change of orders, contract compliance, quality assurance, and documentation of all interaction prior to payments. 12. Provide information on project progress for use in programme reporting and for making financial payments in accordance with contracting. 13. Make regular field visits to all WASH projects under IOM PNG supervision. 14. Work with government and local authorities, leaders, individuals and groups to identify and implement selected community development projects. 15. Supervise projects in coordination with government or local technical personnel and in collaboration with other participants. 16. Establish contact with appropriate partner agencies when basic or special needs are identified. 17. Perform such other duties as may be assigned. 	
IV. REQUIRED QUALIFICATIONS AND EXPERIENCE	
EDUCATION	
<ul style="list-style-type: none"> • Master's degree in Engineering, Social Sciences, Environmental Health or a related field from an accredited academic institution with two years of relevant professional experience; or • University degree in the above fields with four years of relevant professional experience. 	
EXPERIENCE	
<p>Extensive work experience in the field of WASH, including both infrastructure and soft elements (committees and social mobilization) for at least 3 years. Experience of IDP assistance in natural disasters, social conflict zones and in a high risk environment would be an asset.</p>	
V. LANGUAGES	
Required (specify the required knowledge)	Advantageous
Thorough knowledge of English	Working knowledge of regional languages desirable.
VI. COMPETENCIES	
<p>The incumbent is expected to demonstrate the following competencies:</p> <ul style="list-style-type: none"> • Accountability – takes responsibility for action and manages constructive criticisms. • Client Orientation – works effectively well with client and stakeholders. • Continuous Learning – promotes continuous learning for self and others. • Communication – listens and communicates clearly, adapting delivery to the audience; ability to prepare clear and concise reports. 	

- Creativity and Initiative – actively seeks new ways of improving programmes or services.
- Leadership and Negotiation – develops effective partnerships with internal and external stakeholders; Ability to supervise, direct, coach and mentor staff. Drive for results and with effective resource management skills.
- Performance Management – identify ways and implement actions to improve performance of self and others.
- Planning and Organizing - plans work, anticipates risks, and sets goals within area of responsibility.
- Professionalism - displays mastery of subject matter.
- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation; ability to work effectively and harmoniously with colleagues from varied cultures and professional backgrounds.
- Stamina, determination, commitment and adaptability in the workplace are required.
- Technological Awareness - displays awareness of relevant technological solutions.
- Resource Mobilization - works with internal and external stakeholders to meet resource needs of IOM.
- Excellent demonstrated analytical skills applied on a wide range of factors, parameters, policies and priorities for the assessment and resolution of complex situations, including technical understanding.
- Drive for results and efficiency.
- Willingness and ability to work in hardship environments.
- Understanding of complex social-political environments.
- Flexibility and focus on processes and their improvements.