

TERMS OF REFERENCE

WASH OFFICER (Sanitation) - P3 Level

Background

Following violence in Rakhine State, Myanmar which began on 25 August 2017, an estimated 720,000 refugees have fled across the border into Ukhia and Teknaf Upazilas, Cox's Bazar Bangladesh. This sudden massive influx has resulted in humanitarian crisis and exacerbated the WASH needs which were already critical in the area. The scope of humanitarian WASH sector response enabled so far to prevent from major water related outbreaks but concerns remain for WASH humanitarian agencies given the overall as yet insufficient WASH facility/service delivery in the refugee settlements. Given the significant population density and geographical setting, providing access to sanitation facilities and services in compliance with humanitarian standards remains a real challenge and there are major gaps in the sanitation chain.

UNHCR has worked to lead stakeholders involved in sanitation toward higher quality and more economical solutions. This has mainly been through its chairing of the Sanitation Technical Working Group under the WASH Sector. With the support of the Bill and Melinda Gates Foundation and in collaboration with the WASH Sector and key stakeholders, UNHCR is now working to develop more sustainable sanitation solutions and will pilot some technologies in the coming months. UNHCR is therefore looking at reinforcing its operational capacity in Cox's Bazar to support the current sanitation related needs before the expected arrival of a full time staff member in early 2019.

Mission

The WASH Officer (Sanitation) will support the UNHCR WASH response in Cox's Bazar, with a strong focus on sanitation service provision to persons of concern to UNHCR. This will primarily include helping to guide the initial implementation of the sanitation pilot program, chairing the Sanitation Technical Working Group and working with all stakeholders to ensure that an adequate level of sanitation service is provided at each site in accordance with applicable standards. A recruitment is ongoing for a staff member - P3 TA - to take on this role in 2019, ideally this newly recruited staff will arrive in January so the 4 months will include sufficient handover.

Duty Station: Cox's Bazar (Bangladesh)

Key Responsibilities

Technical Assistance and Capacity Building

- Provide technical guidance and support to partners especially on sanitation and faecal sludge management related issues to ensure quality, cost-effectiveness, sustainability and impact soundness in their implementation and in accordance with UNHCR policies, standards and priorities.
- Facilitate capacity strengthening activities of national UNHCR WASH staff and of staff implementing/operational partners staff to address key areas of WASH importance to refugees and other persons of concern to UNHCR,
- Update technical sanitation standards on a need basis and support capitalization process on sanitation field experience and feedback

Monitoring, Evaluation and Quality Assurance

- Support the UNHCR field team to supervise and monitor the field implementation of the WASH project administered directly by UNHCR and its partners.

- Ensure that mechanisms to monitor the performance of UNHCRs partners on WASH activities in the refugee camps / settlements / host community are in place.
- Ensure that the WASH monitoring system data collection and reporting is carried out systematically, properly and timely with quality information

Reporting

- Report regularly on WASH activity implementation by all WASH partners, while maintaining accurate records of all relevant WASH performance indicators.
- Prepare monthly sectorial reports and submit material for preparation of periodic project monitoring reports as required by the office at country level.
- Perform other duties as required,
- WASH situation analysis

WASH Strategy, Planning and Programme Support

- Advocate, help and support the development of new policies and strategies for UNHCR in key aspects of WASH.
- Contribute to the budgeting, planning, programmatic processes and financial management of the operation in the area of WASH.
- Advise Programme staff and managers on the strategic development of WASH aspects of the Programme.
- Actively participate in drafting WASH strategies, developing and implementing work plan, indicating indicators, for any existing or newly installed refugee settlement or settlement extension identified.
- Jointly with technical staff of implementing partners and other WASH actors, update detailed needs and resource assessments and revise designs of technical plans as necessary, taking into account practical aspects of implementation, long-term sustainable solutions, and relevant technical specifications and guidelines.
- Advise and assist the UNHCR programme staff on the development of WASH aspects of the programme including budgeting and input to financial management of the programme on technical areas, when needed.

Expected Outputs

- Technical advice, coordination and oversight provided to sanitation pilot project
- Technical advice, coordination and oversight provided to overall sanitation response in UNHCR area of responsibility
- Leadership and chairing of the Sanitation TWG
- Development of long term WASH strategy for the Sector in collaboration with the Sanitation TWG
- Requested reports on sanitation gaps and implementation through agreed reporting channels provided.
- Sanitation and solid waste management improved.
- Environmental impact caused by refugees' presence in hosting areas reduced.

Essential minimum qualifications, professional experience and skills

Academic:

University degree in Water / Civil / Environmental / Engineering. Advance training in water, sanitation or public health engineering will be preferable.

Experience:

Essential

- At least 8 years of progressively responsible functions in water/ sanitary engineering or a related field in a developing countries dealing with WASH facilities.
- Proven experience with sanitation engineering Project Management and ability to achieve quality results, on time, and within budget.
- Proven ability to deal with multiple tasks in a courteous and service-oriented manner in demanding working conditions that often have short deadlines.
- Proven technical expertise in the area of sanitation area including survey, programme implementation, technical design, monitoring and coordination.
- Exposure to UNHCR mandate, its priorities and principles.

Desirable

- Applied knowledge in UNHCR programme management, project formulation, programme cycles and reporting standards.
- Previous exposure to UN sector approach, preferably both at the global policy level and at field implementation approach.
- Expertise in planning, formulation, implementation, monitoring and reporting on humanitarian operations.

Skills:

- Ability towards analytical and creative thinking for rapid solutions
- High ethical and professional standards
- Good communicator with strong interpersonal and negotiations skills to deal with persons of various cultural and educational backgrounds.
- Team player with service oriented attitudes.
- Proficiency in basic computer software such as water modelling software, GIS, AutoCad.

Languages:

- Excellent knowledge of English (written / oral / comprehension) is essential.
- Working knowledge of another UN language.

Reporting Line

This position will report directly to the Head of the WASH Unit.

Duration

4 months with slight flexibility to ensure handover to arriving P3 WASH Officer (Sanitation)