

## Terms of Reference

### WASH Officer – P3 – BATOURI CAMEROON

#### MISSION LOCATION

Home-based / Teleworking deployment to start, and to become field-based once the situation allows and travel restrictions are lifted

#### DURATION

SIX months renewable

#### OPERATIONAL CONTEXT

The operational area of Batouri supervises approximately 80,000 refugees distributed in 4 arranged camps and many host villages. With the current COVID-19 crisis, the needs in terms of WASH are more and more important to face this crisis given the promiscuity in which the refugees live.

#### AIM OF THE MISSION

The WASH Officer will support the UNHCR Country Operation, in coordination with the Government and UNHCR Partners, to coordinate the provision of WASH services to persons of concern to UNHCR. This will include ensuring that an adequate level of water service is provided at each site in accordance with applicable UNHCR and National Standards and in line with addressing the current global COVID 19 pillars (3 of the 8) of activity as:

- Pillar 2: Risk communication and community engagement – WASH awareness and hygiene promotion
- Pillar 6: Infection prevention and control – access to adequate WASH services to institutions and households (enough water for hand washing and soap)
- Pillar 8: Operational support and logistics – ensure enough contingency stocks according to standards.

#### MISSION OBJECTIVES

- Technical advice, coordination and oversight provided to enable response to immediate WASH needs for both camp dwellers and specific host communities for both domestic and agricultural use.
- Regular reports on WASH gaps and implementation through UNHCR reporting channels provided.
- Improved and upgraded water supply system and infrastructure to serve the refugees, and if possible, also to the host communities implemented. Specifically WASH services as related to COVID-19 preparedness and response

#### RESPONSIBILITIES

Under the supervision of Head of Field Office UNHCR-Batouri, the WASH Officer will:

##### Leadership and Coordination

- Lead the delivery of WASH services for refugees to meet the UNHCR standards and / or the national WASH standards, with special focus on minimizing and or preventing COVID 19 outbreak in the camp or the host communities.
- Act as a focal point for WASH issues within UNHCR and liaise with UN and international agencies, Government and Non-governmental counterparts.
- Coordinate the activities of WASH Partners, together with other UN agencies, governmental and non-governmental counterparts and local authorities to ensure delivery of WASH services to beneficiaries meet UNHCR standards of assistance.
- Facilitate adoption of methodologies for monitoring and reporting.

## **WASH Strategy, Planning and Programme Support**

- 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 specifically in view of the COVID-19 response
- 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.
- Support the development of hygiene behavior change communication programs adopting and adapting as necessary all information, education, and communication materials available from government and humanitarian actors.

## **Technical Assistance and Capacity Building**

- Provide technical guidance and support to partners on all water, sanitation, hygiene promotion 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 staff and, if applicable, of staff of implementing/operational partners to address key areas of WASH importance to refugees and other persons of concern to UNHCR.
- Follow all guidance and approaches outlined in UNHCR's WASH Manual: <https://wash.unhcr.org/unhcr-wash-manual-for-refugee-settings/>

## **Monitoring, Evaluation and Quality Assurance**

- Supervise and monitor the implementation of the ongoing water and irrigation projects administered directly by UNHCR and its partners.
- Ensure that mechanisms to monitor the performance of UNHCR's 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. This includes the following information:
  - Borehole data into UNHCR's online database: <https://wash.unhcr.org/wash-gis-portal/>
  - Monthly report card: <http://wash.unhcr.org/wash-monitoring-system/wash-monitoring-system-for-refugee-settings/>
  - Annual household survey: <https://wash.unhcr.org/wash-monitoring-system/wash-kap-survey-modules/>
- Carry out assessments of WASH in institutions including: health care facilities and schools

## **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.

## **PROFILE**

### **Experience**

- At least 8 years of progressively responsible functions in water/ sanitary engineering or a related field in a developing countries dealing with WASH facilities and access to water including irrigation projects.



- Proven experience with Engineering Project Management and ability to achieve quality results, on time, and within budget.
- Experience working in disease outbreaks
- Experience in hygiene promotion and behavior change communication
- Good understanding of integrated water resource management, water, irrigation, wastewater and solid waste management strategies and design.
- 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
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### **Essential requirements**

- Ability to coordinate a range of diverse actors and activities to achieve a common objective in the area of WASH.
- Proven ability to deal with multiple tasks in a courteous and service-oriented manner in demanding working conditions that often have short deadlines.
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### **Personal Characteristics**

- High ethical and professional standards
- Good communicator with strong interpersonal and negotiations skills to deal with persons of various cultural and educational backgrounds.
- Ability towards analytical and creative thinking for rapid solutions
- Team player with service-oriented attitudes.
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