

**TERMS OF REFERENCE**  
**REQUEST FOR EMERGENCY (SURGE) MISSIONS/STAND-BY PARTNER**  
**Senior WASH Expert (equiv. P-5), Kyiv, Ukraine**

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| <b>Title:</b>          | <b>Senior WASH Expert (equiv. P-5), Kyiv, Ukraine</b>    |
| <b>Reports to:</b>     | Chief of WASH/ Deputy Representative/Head of Office      |
| <b>Duration:</b>       | Four (4) months deployment with a possibility to extend. |
| <b>Location:</b>       | Kyiv, Ukraine, with trips across Ukraine                 |
| <b>Start/End dates</b> | 01.07.2022 – 01.11.2022                                  |

## **BACKGROUND**

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Significant escalation of the armed conflict in Ukraine has resulted in increased humanitarian needs and population displacement within and outside of the country. The situation is rapidly evolving; and hostilities have led to the destruction of key infrastructure and disruption of basic social services and economic activity. A number of children have been caught in the crossfire and have been injured and killed, highlighting the extremely vulnerable situation children are in. The conflict in Ukraine poses an immediate and growing threat to the lives and well-being of the country's 7.5 million children.

UNICEF is rapidly scaling up its multi-sectoral response to the increasing humanitarian needs in Ukraine and among refugees in neighbouring countries. Ensuring the protection and wellbeing of women and children is central to UNICEF's response efforts. UNICEF will provide life-saving humanitarian assistance to children and families services to internally displaced children, and the most vulnerable children affected by armed conflict.

Originally as per the revised HAC (March 2022), UNICEF is appealing for US\$ 276 million to respond to immediate needs within Ukraine and US\$ 73 million for humanitarian needs in neighbouring countries. This funding will help support 3 million people, including at least 1.5 million children.

Since the Russian invasion of Ukraine on 24 February 2022, over a 10 million people have been displaced and the humanitarian situation of the population in general and of children and women has deteriorated. Water, electricity, sanitation facilities, roads and residential infrastructure have been damaged and destroyed across numerous areas, disrupting access to vital services. Population displacement is occurring rapidly, with UNHCR estimating that over 8 million people could flee Ukraine.

Therefore, the program section needs to hire a Senior WASH expert to support the implementation of the WASH activities in Ukraine.

## **PURPOSE**

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Under the direction of the WASH Manager and guidance of the Chief WASH, and in close coordination with the Chief Field Operations, other members and technical specialists of the WASH Team and other sections as appropriate, responsible for the development, planning, implementation, monitoring and evaluation of UNICEF's emergency response in activities and results related to safeguard and improve public health of the affected population by ensuring access to safe drinking water, excreta disposal and promoting safe hygiene practices while contributing in the restoration of water services and sanitary and hygienic conditions in urban settlements; ensuring overall efficiency, effectiveness and delivery of results in accordance with UNICEF's Core Commitment for Children in Emergencies (CCCs) and national and international humanitarian standards.

## MAIN RESPONSIBILITIES AND TASKS

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The post holder will have the following tasks:

### 1. Management support to the Chief of WASH

- Advise the Chief of WASH in establishing the annual work plan and annual workplan outputs, activities and developmental priorities of WASH section staff, determining priorities and performance measurements. Monitor workplan implementation, to ensure that WASH output results are achieved to schedule and performance standards. Report critical issues to the Chief of WASH for timely action.
- Provide technical advice to WASH section staff on all aspects of programming and implementation.
- Perform the full duties of the Chief of WASH in his/her absence.

### 2. Programme development and planning

- Draft the WASH inputs for the situation analysis. Provide comprehensive and current data to inform WASH policy and programme development, planning, management and implementation. Keep abreast of WASH sector developments, for maximum efficiency and effectiveness in WASH programme design, management and implementation.
- Work collaboratively with colleagues and partners to discuss national WASH priorities, resources, strategies and methodologies to ensure the most strategic use of the collective resources of external support agencies.
- Participate in strategic WASH programme planning discussions and the formulation of the WASH outcome and output results, related indicators, baselines, targets and means of verification, ensuring alignment with the UNICEF's Strategic Plan, UNICEF's global WASH strategy and the country programme as well as government plans and priorities, and the role of other WASH external support agencies.
- Prepare WASH donor proposals, ensuring alignment with the WASH output results in the country programme.

### 3. Programme management, monitoring and delivery of results

- Draft documentation for programme reviews and analytical statements on progress and constraints of WASH outcome and output results.
- Provide technical and operational support throughout all stages of programming processes for the achievement of the WASH output results. Ensure effective collaboration with other UNICEF sectors, where needed.
- With other external support agencies, analyze national government WASH sector programmes and projects, with a focus on WASH outcomes (behaviors), using bottleneck analysis tools available in the sector (WASH-BAT, CSOs, SDAs).
- Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with government and other partners and prepare reports for the Chief of WASH/CSD and CO management.
- Monitor, report and certify the use of sectoral programme resources (financial, administrative and other assets), verify compliance with approved allocations, organizational rules, regulations/procedures and donor commitments, standards of accountability and integrity. Report issues to the Chief of WASH/CSD, for timely resolution.

- Prepare sectoral progress reports for management, donors and partners.

#### **4. Advisory services and technical support**

- Participate in strategic discussions to influence national WASH policies and strategies, including the reduction of inequalities, contributing global sector learning.
- Advise senior officials in government, NGOs, UN agencies and WASH sector donor agencies on WASH policies, strategies and best practices.
- Draft policy papers, briefs and other strategic materials for use by management, donors, UNICEF regional offices and headquarters.
- Plan for the use of technical experts from the Regional Office and HQ, as and where appropriate in the WASH programme, through remote support and on-site visits.

#### **5. Advocacy, networking and partnership building**

- Build and strengthen strategic partnerships with government counterparts, UN agencies, donor agencies, WASH institutions, NGOs, research institutes and the private sector to stimulate coordination and collaboration.
- Support analysis of national budgets for WASH, cost analysis and value-for-money studies, to advocate for improvements in sector efficiency.
- Produce materials for WASH programme advocacy to promote awareness, establish partnerships and support fund-raising.
- Participate in inter-agency discussions, ensuring that UNICEF's position, interests and priorities are fully considered and integrated in the planning and agenda setting.
- Interact with global and regional initiatives and partnerships for WASH.

#### **6. Humanitarian WASH preparedness and response**

- Manage all aspects of UNICEF's preparedness for WASH in emergencies.
- Ensure the coordination arrangements for humanitarian WASH are in place, for instant robust coordination in case of an emergency.
- Ensure that all UNICEF WASH staff are familiar with UNICEF's procedures for responding in an emergency.
- Take up leadership/managerial role in an emergency response and early recovery, as and when the need arises.

#### **7. Innovation, knowledge management and capacity building**

- Manage the implementation, monitoring and documentation of WASH action research and innovation (technical or systems), ensuring rigorous monitoring and wide sharing of results.
- Prepare learning/knowledge products, covering innovative approaches and good practices, to support overall WASH sector development.
- Support the professional development of UNICEF WASH staff, to ensure our sector capacity remains up to date with latest developments.
- Initiate and contribute to the systematic assessment of WASH sector capacity gap analysis, in

collaboration with government and other stakeholders, and support the design of initiatives to strengthen capacities systematically.

- Participate as a resource person in capacity building initiatives to enhance the competencies of clients/stakeholders.

## **MINIMUM QUALIFICATIONS AND COMPETENCIES**

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### **Education**

- Advanced university degree or equivalent experience in Civil Engineering, Mechanical Engineering, Sanitary engineering, Utility Engineering, Geology, Hydrogeology, or another related field. Equivalent, relevant experience will be accepted as an alternative to formal qualifications. Additional relevant training courses that complement/supplement the main qualifications are also required

### **Experience**

- At least ten (10) years of progressively responsible professional work experience at national and international level in working with government agencies, local authorities, international organizations, NGOs and communities in the field of water, sanitation and participatory approaches in health and hygiene promotion.
- At least four (4) years of work in humanitarian situations, and one (1) year in developed countries, is required
- Demonstrates commitment to Humanitarian Charter and Sphere Standards.
- Communicates works and networks effectively with a wide range of people to reach a broad consensus on a well-coordinated response and demonstrates leadership where required
- Thinks and acts strategically and ensures that activities are prioritized and aligned within an agreed strategy
- Builds, motivates, and leads the WASH team
- Understands key engineering and technical issues sufficiently well to be able to engage with cluster and sector participants, utility companies, and government on engineering risk, design and supply issues; make full use of their experience and knowledge; guide strategy and plans; communicate and advocate on important issues.
- Experience in large-scale urban water systems planning, distribution and maintenance, eg treatment plant, water treatment plant design, pump and pipe system infrastructure is a strong asset.

### **Core Competencies**

- Good communication and interpersonal skills
- Good written and oral presentation skills; ability to communicate verbally and in writing,
- Good team worker with strong negotiation and persuasion skills
- Willingness and ability to work in hardship environments
- Cultural and Gender sensitivity