**UNITED NATIONS CHILDREN'S FUND
(GENERIC) JOB PROFILE**

I. Post Information

Job Title: **WASH Cluster Coordinator (National and Sub-national)**	Job Level: **P-3**
	Job Profile No.: **121098**
Supervisor Title/ Level: **Chief of Field Office, P-5**	CCOG Code: **1B06e**
Organizational Unit: **Programme**	Functional Code: **WSH**
Post Location: **Pemba Field Office, Mozambique**	Job Classification Level: Level 3

II. Organizational Context and Purpose for the job

Humanitarian action is of fundamental importance to UNICEF and encompasses interventions aimed at saving lives, alleviating suffering, maintaining human dignity, and protecting the rights of affected populations wherever there are humanitarian needs, as well as interventions addressing underlying risks and causes of vulnerability to disasters, fragility and conflict. UNICEF's humanitarian action is guided by the Core Commitments for Children in Humanitarian Action (CCCs) which set organizational, programmatic and operational commitments and benchmarks against which UNICEF holds itself accountable for the coverage, quality and equity of its humanitarian action and advocacy and which are mandatory for all UNICEF personnel.

Furthermore, UNICEF is committed to support humanitarian coordination through the cluster approach. Introduced as part of the humanitarian reform, the cluster approach, aims at ensuring clear leadership, predictability and accountability in international responses to humanitarian emergencies by clarifying the division of labor among organizations and better defining their roles and responsibilities within the different sectors involved in the response. As a member of the IASC, UNICEF work along with national and local stakeholders (including national and local authorities, CSOs, and communities) to support humanitarian coordination and to improve the collective impact of humanitarian response. Whether the cluster approach is activated or not, UNICEF plays a key role in both global and country-level interagency coordination for its areas of programmatic responsibility. As Cluster Lead Agency (CLA) for Nutrition, WASH, Education (co-led), and Child Protection Area of Responsibility (AoR) within the Protection Cluster, UNICEF is committed to fulfil the core functions defined by the IASC when the clusters are activated or when UNICEF is asked to support sectoral coordination.

A well-run Cluster/ Sector/ Working Group coordination team is a formal deliverable of the Cluster Lead Agency and forms a part of the agency's work.

Cabo Delgado Province, the northern-most in Mozambique, and bordering Tanzania, is home to an estimated 2,267,715 inhabitants,[1] of whom roughly 50 percent are children. The province is one of the least developed in the country, with 78 percent of households considered poor. The situation has further deteriorated due to violence, recent climatic events, and the socio-economic consequences of the COVID-19 pandemic. As a result, Cabo Delgado has significant deprivations affecting the lives of children, with alarming rates of stunting[2], illiteracy, and child marriage.

For over four years, Cabo Delgado Province has experienced attacks by non-state armed groups (NSAG). The conflict is complex and multi-faceted with many drivers including perceptions of historical marginalization and lack of economic opportunities. Starting in late 2017, NSAG began

attacks on civilian populations and infrastructure in Cabo Delgado. The violent incidents and attacks increased significantly in 2020 and early 2021 resulting in serious humanitarian consequences. According to the International Organization for Migration (IOM) Displacement Tracking Matrix, as of February 2022, an estimated 702,735 internally displaced persons (IDPs) were identified in Cabo Delgado, while an additional 76,568 IDPs were identified in Nampula, and 3,552 IDPs in Niassa, bringing the total number of IDPs due to the situation of insecurity to 782,855.[3] Despite international security forces support, the situation remains volatile with continued attacks and displacements.

This position is based in the UNICEF Mozambique field office in Pemba, Cabo Delgado. (S)he will be provided supervision and guidance by the Emergency WASH Manager. The WASH Cluster operates under the leadership of UNICEF (as WASH Cluster Lead Agency) with the Provincial Infrastructure Services (SPI) as the lead government agency at the provincial level and the National Directorate of Water at the national level. WASH Cluster meetings are being held regularly at the national level and biweekly at the provincial level to coordinate WASH humanitarian interventions among partners as well as assisting the government on overall sector humanitarian response coordination. The WASH Cluster has focal points in key provinces in the country and initiates provincial-level clusters on an as-needed basis when crisis occur. The national WASH Cluster provides strategic guidance and technical support to provincial clusters. It ensures active engagement by WASH in inter-cluster coordination meetings that are organized at the provincial level during crises events. In Cabo Delgado, the WASH Cluster Coordinator will ensure support district level WASH Cluster focal points in the response areas.

Besides its WASH Cluster coordination lead role, UNICEF's programmatic response includes conflict displacement, natural disasters, and disease outbreak emergency response, with a large number of humanitarian WASH actors contributing to the overall WASH Cluster response plan.

Job organizational context: The WASH Cluster Coordinator P-3 level will be based in the Pemba Field Office which is the hub of cluster activity in the country. The WASH Cluster Coordinator will report to the Chief of Field Office (P5), have an indirect reporting line the Chief of Field Operations & Emergencies and a technical reporting line to the Chief of WASH.

Purpose of the job:
Under the overall direction and guidance of the Chief of Field Office, Pemba, the WASH Cluster Coordinator level will ensure leadership of the cluster at the national and sub-national levels based at sub-national level in Pemba, Cabo Delgado Province, which is the operational hub of the conflict response in Mozambique.

The WASH Cluster Coordinator is responsible for building relationships with stakeholders, for securing the overall coordination of sectoral responses and for ensuring inter-sectoral collaboration at the sub-national level and for ensuring adequate coordination with the national level. He/she will also ensure the nexus between humanitarian intervention and development platforms in the WASH sector.

III. Key function, accountabilities and related duties/tasks

The post holder is responsible for providing predictable, timely and strategic leadership and representation for the Cluster at national and sub-national levels. She/he is responsible for leading a range of stakeholders, beyond their immediate direct reports, to work collectively towards the realization of a shared goal based on evidence.

The main tasks and responsibilities associated to this post will include, but not be limited to:

1. **Coordination, representation, and leadership**
   - Ensure and maintain a coordination mechanism that facilitates the effective achievement of the cluster functions (as outlined by the IASC Reference Module) and the requirements of the HPC (HNO, HRP and CCPM) and which builds on pre-existing coordination structures where appropriate and furthers the development of current or future national and subnational capacities.
   - Ensure appropriate coordination and build partnerships with all relevant sector stakeholders at sub-national level including government counterparts and national authorities, local, national, and international organizations, other AoRs/ Clusters/Sectors/ Working Groups and affected populations as appropriate.
   - Build complementarity of partner actions within the Cluster, pro-actively negotiating with partners to avoid and resolve duplication and gaps.
   - Coordinate, collaborate and represent the Cluster with stakeholders across all sectors, including through inter-cluster coordination fora and development contexts, developing cross-sectoral relationships as appropriate.

2. **Needs assessment and analysis**
   - Contribute to the planning and implementation of needs assessment and analysis, including contributing to multi-sectoral needs assessments and joint analysis of need.
   - Analyze needs assessment data and work collaboratively with Cluster partners to create analytical products, including an HNO based on evidence-based information.

3. **Strategic response planning**
   - Contribute to national level strategic planning, response prioritization and the development of the sectoral response plan that is based on the HNO and aligned with national priorities, policies, and plans.
   - Ensure all programme delivery modalities (in-kind, cash, voucher and services) are given equal consideration in the strategic response planning and establish and implement systematic measures for supporting their consideration and use.
   - Provide technical support to Cluster partners to ensure activities are aligned with national priorities and communities' needs.
   - Ensure that Cluster response planning is regularly updated according to evolving needs and that it establishes indicators by which performance of the Cluster can be measured.
   - Engage with OCHA and other AoRs/ Clusters/ Sectors/ Working Groups to contribute to the development of the HRP, representing the concerns of the Cluster.

4. **Resource mobilization and advocacy**
   - Support partners' resource mobilization to promote the effective functioning of the Cluster and its response.
   - Monitor, analyze and communicate information about the Cluster's financial situation and resource mobilization and identify appropriate actions to address gaps or constraints.
   - Advocate for improved sectoral outcomes, network with advocacy allies and influence stakeholders' decision-making.

5. **Implementation and monitoring**
   - Monitor, evaluate and report on the coverage, equity, quality, and progress of the response against the Cluster strategy, priorities and agreed results.
   - Contribute to gap and coverage analysis to identify spatial and temporal gaps, overlaps and coverage of the Cluster humanitarian response.
   - Monitor the Cluster's adherence to IASC cluster approach principles, relevant humanitarian and sectoral agreements, standards, initiatives, and guidelines and encourage partners to make improvements.

6. **Operational peer review and evaluation**
   - Participate in the annual cluster coordination performance monitoring (CCPM) exercise and annual review and contribute to other sectoral and humanitarian evaluations as appropriate.

7. **Accountability to affected populations**
   - Contribute to accountability to the affected population by supporting the Cluster members in the establishment of inclusive and consultative feedback mechanisms and encouraging the involvement of affected population in the response.
   - Ensure the inclusion of cross cutting issues (age, child protection, disability, gender, gender-based violence (GBV) mitigation and response and HIV & AIDS) in national and sub-national Cluster/ Sector/ Working Group activities throughout the HPC.
   - Encourage partners to demonstrate a positive and systematic approach to inclusion and diversity.
   - Adhere to child safeguarding and PSEA policies including procedures for challenging and reporting incidents and ensure other members of the coordination team comply.

8. **Strengthen national and local capacity**
   - Encourage participation of local and national actors in Cluster activities and strategic decision-making, removing barriers to access.
   - Contribute to the development of a capacity assessment and capacity strengthening strategy for Cluster members and oversee implementation and harmonization of initiatives.
   - Lead early warning, contingency planning, and emergency preparedness efforts for the Cluster, ensuring adequate cluster participation in inter-cluster early warning, contingency planning, and emergency preparedness activities.

IV. Impact of Results

Working in partnership with the Cluster members, the WASH Cluster Coordinator provides leadership and representation for the Cluster. This contributes to the predictability and accountability of humanitarian action, in line with the aims of the cluster approach and IASC principles, and ensures that the humanitarian response is well-coordinated, strategic, adequate, coherent, effective and builds the resilience of the affected population. It also contributes to maintaining and enhancing the credibility and ability of UNICEF to fulfil its commitments as Cluster Lead Agency, in line with the CCCs.

V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles)

Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

Core Competencies

- Demonstrates Self Awareness and Ethical Awareness
- Works Collaboratively with Others
- Builds and Maintains Partnerships
- Innovates and Embraces Change
- Thinks and Acts Strategically
- Drives to Achieve Impactful Results
- Manages Ambiguity and Complexity

Coordination Competencies

- Applies Humanitarian Principles, Standards and Guidelines (1)
- Applies Key WASH Concepts and Tools (1)
- Operates Safely and Securely (1)
- Demonstrates Commitment to a Coordinated Response (1)
- Promotes Cooperation and Collaboration (1)
- Demonstrates Accountability (1)
- Promotes Inclusion (1)
- Provides Influential and Strategic Leadership (1)
- Analyses and Communicates Information (1)
- Supports Resource Mobilization (1)
- Advocates for Improved WASH Outcomes (1)
- Monitors the Response (1)
- Strengthens National Capacity to Respond and Lead (1)

(See the GWC Competency Framework for Cluster Coordination for more information on the Coordination Competencies.)

VI. Recruitment Qualifications	
Education:	An advanced university degree in one of the following fields is required: public health, social sciences, health and hygiene behavior change communication, WASH-related engineering or another relevant technical field. Additional relevant post-graduate courses that complement/ supplement the main degree are a strong asset. Extensive work experience relevant to this post may be considered as a replacement for formal qualifications.
Experience:	A minimum of 5 years of professional experience in WASH-related programmes planning, management is required. Relevant experience in programme management in WASH related areas in a UN system agency or organization is considered an asset. Experience of working in the humanitarian coordination system is desirable.

	Experience in effective management of human resources/teams in high stress/risk environments is an advantage. Experience in a mixed set of country contexts, in multiple geographic regions, including a deployment mission with UN, Government or INGO is strongly desirable. Experience in humanitarian contexts is required with experience in development contexts an added advantage.
Language Requirements:	Fluency in English is required. Proficiency in Portuguese will be a strong asset. Knowledge of other Latin languages will be considered an asset.

VII. Technical requirements

The post holder must demonstrate good knowledge and skills in the following areas:

Humanitarian architecture, cluster approach and core functions

- Key process and features of the humanitarian programme cycle (HNO, HRP and CCPM), the humanitarian reform process and the transformative agenda, the Humanitarian-Development Nexus and the Grand Bargain Commitments,
- IASC Guidance Note on Strengthening Participation, Representation and Leadership of Local and National Actors in IASC Humanitarian Coordination Mechanisms, IASC Results Group 1 on Operational Response, (2021),
- IASC Reference Module for Cluster Coordination at Country Level (2015),
- IASC Guidance Note on Using the Cluster Approach to Strengthen Humanitarian Response (2006).

Humanitarian principles, standards and guidelines

- Core Commitments for Children in Humanitarian Action, (2010), UNICEF,
- The Sphere Handbook, (2018), Sphere,
- Core Humanitarian Standard on Quality and Accountability, (2014), CHSA,
- Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organizations (NGOs) in Disaster Relief, (1994), ICRC,
- Accountability to Affected Populations: The Operational Framework, (2013), IASC,
- Principles of Partnership: A Statement of Commitment, (2007), ICVA,
- Availability, Accessibility, Acceptability, Quality (AAAQ) framework: A tool to identify potential barriers in accessing services in humanitarian settings, (2019), UNICEF,
- Statement on the Centrality of Protection in Humanitarian Action, (2013), IASC,
- Special Measures for Protection from Sexual Exploitation and Sexual Abuse, (2008), Secretary General Bulletin,
- Guidelines for Integrating Gender-Based Violence Interventions in Humanitarian Action, (2015), IASC.

WASH in Emergencies principles, standards, concepts, tools and resources

- WASH Minimum Commitments for the Safety and Dignity of Affected People, (2016), Global WASH Cluster,
- GWC Coordination Toolkit, (2020), Global WASH Cluster,
- An Introduction to Community Engagement in WASH, (2018), Oxfam,
- Violence, Gender and WASH Toolkit, (2014), WEDC/ Loughborough University.
- Inter-sectoral linkages with key sectors including Health (including public health, disease control and epidemiology); Nutrition; Education; Shelter and, in particular, Urban Shelter,
- Key concepts, minimum standards, key actions and indicators for water supply, sanitation and hygiene promotion as identified in the Sphere Handbook as well as linkages with the Humanitarian Charter, Protection Principles and Core Humanitarian Standard,
- Key programming interventions and relevant data sets in WASH technical areas of water, sanitation, hygiene, how these areas link together and how they vary according to context, emergency typology and phases of the HPC,
- Key sector initiatives including the WHO/ UNICEF Joint Monitoring Programme, the Sustainable Development Goals (SDGs), Global Analysis and Assessment of Sanitation and Drinking Water (GLAAS) and Sanitation and Water for All (SWA),
- Market Based Programming (MBP) and Cash Transfer Programming (CTP) in the context of WASH programming,
- Relevant local and contextual knowledge of risk and vulnerability factors including those linked to gender and gender identity, disability and age,
- Stakeholders and their responsibilities including WASH Cluster partners, Field Support Teams (FST), Standby Partners and other relevant stakeholders in the WASH market including actors that are humanitarian and development, public and private, state and non-state and those operating globally, nationally and locally,
- Strategies and policies relevant to WASH programming in the specific context
- WASH coordination platforms and networks including national WASH humanitarian coordination platforms,
- WASH sector response plans.