



**UNITED NATIONS CHILDREN'S FUND
WASH OFFICER (GENDER AND ADOLESCENTS) JOB PROFILE**

I. Post Information

Job Title: **WASH Officer (Gender and Adolescents)**
 Supervisor Title/ Level: **WASH Specialist Level 3 (WINI)**
 Organizational Unit: **Programme**
 Post Location: **Country Office**

Job Level: **Level 1**
 Job Profile No.: **129201**
 CCOG Code: **1B06e**
 Functional Code: **WSH**
 Job Classification Level: **Level 1**

II. Organizational Context and Purpose for the job

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the Organization does — in programmes, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens — addressing inequity — not only will give more children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

Job organizational context: The WASH Officer level 1 (Gender and Adolescents) will work in Madagascar Country Office where WASH is a substantial component of the Country Programme, with adolescents engagement being a cross-cutting priority. The WASH Officer reports to the Chief of WASH Specialist (WINI) **Level 3**.

Purpose of the job: The WASH Officer reports to the WASH Specialist **Level 3**.

The WASH Officer provides professional technical, operational and administrative assistance throughout the WASH programming process on cross-cutting themes of Gender and Adolescent/Youth engagement in WASH access provision. This will be achieved through the application of theoretical and practical technical skills in researching, collecting, analyzing and presenting programme information while learning organizational rules, regulations and procedures to support the development, implementation and monitoring of the WASH output results of the Country Programme specific to these transversal themes.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

- 1. Programme development and planning**
- 2. Programme management, monitoring and delivery of results**
- 3. Technical and operational support for programme implementation**
- 4. Humanitarian WASH preparedness and response**
- 5. Networking and partnership building**
- 6. Innovation, knowledge management and capacity building**

1. Programme development and planning

- Research and analyze regional/national WASH Gender, Youth and Adolescent development trends. Collect, analyze, verify and synthesize information to facilitate programme development, design and preparation.
- Prepare technical reports and inputs for programme preparation and documentation, ensuring accuracy, timeliness and relevance of information.
- Assist in the development/establishment of WASH-related outcome and output results, as well as related strategies, through analysis of WASH sector needs and priorities.
- Provide technical and administrative support throughout all stages of programming processes by executing/administering a variety of technical programme transactions, preparing materials/documentations, complying with organizational processes and management systems, to support progress towards the WASH-related outcome and/or output results in the Country Programme.
- Prepare required documentations/materials to facilitate review and approval of processes.

2. Programme management, monitoring and delivery of results

- Work collaboratively with colleagues and partners to collect/analyze/ share information on implementation issues of Gender in WASH and Adolescent WASH, suggest solutions on routine programme implementation and alert appropriate officials and stakeholders for higher-level interventions and/or decision. Keep record of reports and assessments for easy reference and/or to capture and institutionalize lessons learned.
- Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with relevant sections, government and other counterparts and prepare minutes/reports on results for follow up action by higher management and other stakeholders.
- Monitor and report on 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 on issues identified to enable timely resolution by management/stakeholders. Follow up on unresolved issues to ensure resolution.
- Prepare inputs for programme and donor reporting.

3. Technical and operational support for programme implementation

- Undertake field visits and surveys, collect and share reports with partners/stakeholders. Report critical issues, bottlenecks and potential problems to supervisor, for timely action.
- Provide technical and operational support to government counterparts, NGO partners, UN system partners and other country office partners/donors on the application and

understanding of UNICEF policies, strategies, processes and best practices for inclusion of Gender and Adolescent into WASH, to support programme implementation.

4. Humanitarian WASH preparedness and response

- Draft inputs for the preparation of WASH emergency preparedness, making sure that Gender and Adolescent WASH is included in the planned response.
- Study and fully understand UNICEF's procedures for responding in an emergency.
- Take up support roles in an emergency response and early recovery for relevant transversal thematics, as and when the need arises.

5. Networking and partnership building

- Build and sustain close working partnerships with government counterparts and national stakeholders through active sharing of information and knowledge to facilitate programme implementation and build capacity of stakeholders to achieve WASH output results.
- Draft communication and information materials for WASH programme advocacy to promote awareness, establish partnership/alliances and support fund raising for WASH with a specific focus on Gender and Adolescence/Youth.
- Participate in inter-agency meetings/events on WASH programming to collaborate with inter-agency partners/colleagues on UNDAF operational planning and preparation of WASH programmes/projects and to integrate and harmonize UNICEF output results and implementation strategies with UNDAF development and planning processes.
- Research information on potential donors and prepare resource mobilization materials and briefs for fund raising and partnership development purposes.

6. Innovation, knowledge management and capacity building

- Assist in the development, implementation, monitoring and documentation of Gender and Adolescent WASH action research and innovation (technical or systems).
- Assist in the preparation of learning/knowledge products, covering innovative approaches and good practices, to support overall WASH sector development.
- Assist in creating and delivering learning opportunities for UNICEF WASH staff, to ensure our sector capacity remains up-to-date with latest developments on Gender and Adolescent WASH.
- Participate as a resource person in capacity building initiatives to enhance the competencies of clients/stakeholders.

IV. Impact of Results

The support provided by the level 1 WASH officer (gender and Adolescents) will enable the Country Office to achieve the WASH-related output results of the country programme focusing on one of its cross-cutting priorities. This, in turn, will contribute to the achievement of the outcome results of the Country Programme Document. When done effectively, the achievement of the outcome results will improve child survival, growth and development and reduce inequalities in the country.

V. UNICEF values and competency Required (based on the updated Framework)

i) Core Values

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

ii) Core Competencies (For Staff without Supervisory Responsibilities)

- Demonstrates Self Awareness and Ethical Awareness (1)
- Works Collaboratively with others (1)
- Builds and Maintains Partnerships (1)
- Innovates and Embraces Change (1)
- Thinks and Acts Strategically (1)
- Drive to achieve impactful results (1)
- Manages ambiguity and complexity (1)

VI. Recruitment Qualifications

Education:	A first university degree in one of the following fields is required: public health, social sciences, behavior change communication, sanitary engineering or another relevant technical field. Additional relevant post-graduate courses that complement/supplement the main degree are a strong asset.
Experience:	DEVELOPMENTAL: a minimum of one year of professional experience in WASH-related programmes for developing countries is required, ideally with a focus on Gender and Adolescent WASH.
Language Requirements:	Fluency in French is required. Knowledge of English is an asset.

VII. Technical requirements

<ol style="list-style-type: none"> 1. Rural water supply for low- and middle-income countries - including water safety, sustainability 2. Rural sanitation for low- and middle-income countries, including sustainability; applying CATS principles 3. Urban sanitation for low- and middle-income countries, including sustainability 4. Handwashing with soap 5. WASH-in-Schools and Health Centres 6. Menstrual hygiene management 7. National government WASH policies, plans and strategies 	Basic knowledge of four of the eight components
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8. Analysis of national budgets and expenditure for basic WASH, and related advocacy	
1. Humanitarian WASH - preparedness 2. Humanitarian WASH - response and recovery	Nil
1. Programme/project management 2. Capacity development 3. Knowledge management 4. Monitoring and evaluation	Basic knowledge of two of the four components
1. Human rights and WASH 2. Gender equality and WASH	Basic knowledge