



## SPECIFIC JOB PROFILE

### I. Post Information

Job Title: **WASH Specialist (E/DRR)**  
Supervisor Title/ Level: **Chief of Field Office**  
Organizational Unit: Mindano Field Office  
Post Location: **Cotabato**

Job Level: **Level 3**  
Job Profile No.:  
CCOG Code:  
Functional Code: **WSH**  
Job Classification Level: **Level 3**

### II. Strategic Office 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 programs, 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 all 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.

#### **Strategic office context :**

The CPC-9 strategic intent memo (SIM) developed a specific outcome for Climate, Environment and Resilience to address the challenges and risks of climate change to children in the Philippines. This outcome and body of work aligns with the Philippine Development Plan, UNSCF outcome-3 and the country's goal for climate change adaptation and the National Adaptation Plan. This outcome is composed of 3 outputs that cover (1) Emergency/Disaster Risk Reduction (2) Climate Resilient WASH and (3) BARMM.

The WASH Specialist (E/DRR) will contribute to the objective of the current country programme 2024-2028 in improving BARMM Government capacity to develop, adopt and increase access to safely manage climate resilient (CR) WASH services and disaster risk reduction. Under the supervision of the Chief of Field Office and in coordination with relevant CR WASH, climate and environment and emergency advisors of UNICEF PCO, the WASH Specialist (E/DRR) will specifically support UNICEF engagement on work with BARMM Government counterparts, CSOs, private sector and UN agencies on CR WASH programme goals both in development and Humanitarian context.

#### **Purpose for the job:**

The WASH Specialist (E/DRR) reports to the Chief of Field Office for guidance and general supervision. The WASH Specialist (E/DRR) supports the development, preparation, management, implementation, monitoring and evaluation of the CR WASH and DRR outputs in the CER programme within the country programme (CPC 9 2024-2028) specific for MFO. The WASH

Specialist (E/DRR) provides technical guidance and management support throughout the programming processes, to facilitate the administration and achievement of the MFO CR WASH-related and DRR output results in the country programme. The specialist will manage the work on climate resilient WASH work at sub-national level and guide the transition of WASH to align with the government's CCA framework.

The main responsibilities are the design, planning, and implementation of all Climate Resilient WASH and DRR work at sub-national level. This post will support the BARMM government to ensure that children, households and communities in BARMM have increased access to resilient and at least basic water and sanitation services.

The work will address policy adaptation/development, increase access to and use of safely managed WASH services, support to regional governments and co-lead the BARMM WASH cluster in the event of a humanitarian response.

In addition, the Specialist will work in close collaboration with the Manila-based Emergency Specialist and the DRR Officer and lead DRR and emergency preparedness and response efforts at MFO-level.

### **III. Key functions, 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 preparedness, response and resilience**
- 5. Networking and partnership building with public and private sector**
- 6. Innovation, knowledge management and capacity building**

#### **1. Programme development and planning**

- Draft the MFO CR WASH inputs for the situation analysis. Provide timely, comprehensive and current data to inform MFO CR WASH policy reviews and programme development, planning, management and implementation. Keep abreast of MFO CR WASH sector development trends, for maximum efficiency and effectiveness in programme design, management and implementation.
- Participate in strategic CR WASH programme planning discussions. Prepare CR WASH donor proposals, ensuring alignment with UNICEF's Strategic Plan, UNICEF's global CR WASH strategy (Area Goal 4) and the Country programme, as well as government plans and priorities, UNSFC outcome 3, and the role of other external support agencies.
- Assist in the formulation of the CR WASH outcome and output results, related indicators, baselines, targets and means of verification. Prepare required documentation for programme reviews.
- Work with colleagues and partners to discuss strategies and methodologies for the achievement of CR WASH output results in the country programme and the CR social services context.
- Provide technical and operational support throughout all stages of programming processes and ensure integration, coherence and harmonization of CR WASH with other UNICEF sectors, for the achievement of the WASH output results.
- Draft assigned sections of the annual work plan, in close cooperation with government and other counterparts.

## **2. Programme management, monitoring and delivery of results**

- With other external support agencies, strengthen sub-national BARMM government WASH sector monitoring systems, with a focus on CR WASH outcomes (access and behaviors), using bottleneck analysis tools available in the sector (CR WASH-BAT, CSOs, SDAs).
- Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with government and other counterparts and prepare reports on results for required action/interventions at the higher level of programme management.
- Prepare/assess monitoring and evaluation reports to identify gaps, strengths/weaknesses in programmes and management, identify and document lessons learned.
- 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.
- Prepare sectoral progress reports for management, donors and partners.

## **3. Technical and operational support for programme implementation**

- Actively monitor UNICEF-supported activities through field visits, surveys, meetings and exchange of information with partners, to assess progress, identify bottlenecks and potential problems and take timely decisions to resolve issues and/or refer to relevant officials for timely interventions.
- 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 in WASH, to support programme implementation.
- Plan for use of technical experts from the PCO, Regional Office and HQ, as and where appropriate in the CR WASH programme, through remote support and on-site visits.
- Participate in CR WASH programme meetings, to review progress, with government, other sector agencies and implementation partners, involved at various stages of CR WASH programme implementation, to provide expert advice and guidance.
- Draft policy papers, briefs, concept notes and other strategic materials for use by management, donors, UNICEF regional offices and headquarters.

## **4. Humanitarian WASH preparedness, response and resilience**

- In coordination with output 1, Prepare requisitions for supplies, services, long-term agreements and partnership agreements to ensure UNICEF is prepared to deliver on its commitments at field level in case of an emergency.
- Coordinate MFO emergency preparedness and readiness to respond in line with UNICEF's Emergency Preparedness Procedures (EPP) and lead MFO disaster risk reduction efforts.
- Contribute to the coordination arrangement for humanitarian WASH cluster (as co-lead), for instant robust coordination in case of an emergency response.
- In coordination the emergency specialist, ensure that all UNICEF MFO staff are familiar with UNICEF's procedures for responding in an emergency.
- Support the Chief of Field Office in coordinating emergency responses, early recovery, and resilience building efforts at field level as and when the need arises.

## **5. Networking and partnership building**

- Build and sustain close working partnerships with BARMM government counterparts and national stakeholders through active sharing of information and knowledge to facilitate programme implementation and build capacity of stakeholders to achieve CR WASH output results and strengthen MFO DRR, emergency preparedness and response capacities.
- Prepare materials for CR 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 UNSCF development planning and agenda setting for outcome 3.
- Build and sustain close working relationships with the private sector to achieve results for CR WASH

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

- Actively Lead the development, implementation, monitoring and documentation of CR WASH action research and innovation (technical or systems).
- Prepare learning/knowledge products, covering innovative approaches and good practices, to support overall WASH sector development.
- Create and deliver learning opportunities for UNICEF WASH staff, to ensure our sector capacity remains up-to-date with latest developments.
- Contribute to the systematic assessment of WASH sector capacity gap analysis, in collaboration with government and other stakeholders, and support the design of initiative to strengthen capacities systematically.
- 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 WASH Specialist (E/DRR) will enable the country office to achieve the CR WASH- and DRR-related output results of the country programme that contribute to CR social services. This, in turn, will contribute to the achievement of the Climate Environment and Resilience 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)

### Core Values

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

### Core Competencies (For Staff with Supervisory Responsibilities) \*

- Nurtures, Leads and Manages People (1)
- Demonstrates Self Awareness and Ethical Awareness (2)
- Works Collaboratively with others (2)
- Builds and Maintains Partnerships (2)
- Innovates and Embraces Change (2)
- Thinks and Acts Strategically (2)
- Drives to achieve impactful results (2)
- Manages ambiguity and complexity (2)

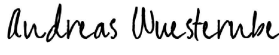


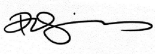
## VI. Recruitment Qualifications

Education:	<p>An advanced university degree in one of the following fields is required: public health, social sciences, behavior change communication, sanitary engineering or another relevant technical field.</p> <p>Additional relevant post-graduate courses or training on WASH, climate change, environment, WASH in schools, WASH in healthcare facilities, behaviour change, and/or emergency preparedness and response that complement/supplement the main degree are a strong asset.</p>
Experience:	<p>DEVELOPMENTAL: a minimum of five years of professional experience in WASH-related programmes for developing countries is required.</p> <p>One year of deployment in a developing country is required.</p> <p>HUMANITARIAN: Direct experience in DRR and/or emergency management is required.</p>
Language Requirements:	<p>Fluency in English and Tagalog is required. or a local language is an asset.</p>

## VII. Technical requirements

<ol style="list-style-type: none"> <li>1. Rural water supply for low- and middle-income countries - including water safety, sustainability</li> <li>2. Rural sanitation for low- and middle-income countries, incl sustainability; applying CATS principles</li> </ol>	<p>Expert knowledge of three components and</p>
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3. Urban sanitation for low- and middle-income countries, incl sustainability 4. Handwashing with soap 5. WASH-in-Schools and Health Centres 6. Menstrual hygiene management 7. National government WASH policies, plans and strategies 8. Analysis of national budgets and expenditure for basic WASH, and related advocacy	basic knowledge of three components
1. Humanitarian - preparedness 2. Humanitarian - response and recovery	In-depth knowledge of both components
1. Humanitarian – coordination of the response	In-depth knowledge
2. Programme/project management 3. Capacity development 4. Knowledge management 5. Monitoring and evaluation	Expert knowledge of two components and basic knowledge of the other two components
1. Human rights and WASH 2. Gender equality and WASH	In-depth knowledge
1. Climate change adaptation in the WASH sector 2. Climate change mitigation in the WASH sector 3. Water resources management and environmental issues in the WASH sector	Basic knowledge of all components

<b>VII. Signatures- Job Description Certification</b>			
Supervisor/Chief of Field Office			
Name: Andreas Wuesternberg Title: Chief Field Office	Signature		22-02-2024 Date
Chief of Section			
Name: Carlos Vasquez Title: Chief WASH (CER)	Signature		22-02-2024 Date
Name: Behzad Noubary Title: Deputy Representative Programme	Signature		26-02-2024 Date
Name: Oyunsaihan Dendevnorov Title: Representative	Signature		26-02-2024 Date