**TERMS OF REFERENCE**

(FOR Temporary Appointments)



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| **UNICEF-BCO: TERMS OF REFERENCE (TOR)** | | |
| **Job Title and Level: WASH Officer (Citywide Inclusive Sanitation): NO-B** | | |
| **Section: WASH** | | |
| **Duration: (364 days), January to December 2023** | | |
| **Duty Station: BCO, Dhaka** | | |
| **Reports to: WASH Officer** | | |
| 1. **Background of the Assignment**   Business as usual in urban sanitation—where conventional sewerage and wastewater treatment are considered as the only solution—will not get us to universal, safely managed sanitation. Citywide Inclusive Sanitation (CWIS) looks to shift the urban sanitation paradigm, aiming to ensure everyone has access to safely managed sanitation by promoting a range of solutions—both onsite and sewered, centralized or decentralized—tailored to the realities. CWIS means focusing on service provision (engagement of private sector) and its enabling environment (Policy, Strategy, Public Engagement, Communication) rather than only building infrastructure.  Bangladesh WASH section received Bill & Melinda Gates Foundation (BMGF) grant in 2020 through UNICEF HQ to implement City Wide Inclusive Sanitation (CWIS) project. UNICEF has been providing technical and strategic support to three city corporations (Dhaka North City Corporation, Rajshahi City Corporation and Chottogram City Corporation) to implement the City-Wide Inclusive Sanitation (CWIS).  Since 2020, UNICEF has supported city corporations to conduct *“City Sanitation Delivery Assessment”*; Public Hearings on *“Safely Managed City Sanitation Services”*; Development of City Wide Safely Managed *“Sanitation Campaign Strategy”*; *“Onsite Sanitation Compliance Guidelines”* and Conduct *“Onsite Sanitation Compliance Assessment”*. Mentioned interventions positive outcomes created a base for developing the “City wide Inclusive Sanitation Masterplan”; “Design and demonstrate technological solutions” and execute law and enforcement to improve onsite containment systems in cities by 2023 and beyond. In this regard, 2023 is a critical year for CWIS project. Proper execution of upcoming tasks will open up new opportunities for UNICEF to scale up CWIS in Bangladesh as well Bangladesh outcomes and lessons learnt will support UNICEF HQ to expand CWIS project to other countries.   1. **Purpose of Assignment**   City Wide Inclusive Sanitation (CWIS) project has three major pillars. (1) Public awareness and engagement (2) Institutional reform and Technological Solutions and (3) Private Sector Engagement.  Proposed WASH Officer will contribute under pillar two, Institutional reform and Technological Solutions. In 2023, three critical components will roll out under pillar two. One, at-source technological solution for Dhaka North City Corporation; two, CWIS masterplan development jointly with Rajshahi City Corporation, WASA and City Development Authorities and finally, Demonstrate onsite treatment solutions for low-income society in Rajshahi City.  The WASH Officer provides technical assistance, guidance, and quality assurance support to UNICEF CWIS Lead and Government Officials to prepare, manage and implement a variety of technical tasks. This will include the development of technology options, designs, technical guidelines, feasibility assessment, BoQ preparation, quality assurance of construction works and performance monitoring of the facilities. | | |
| 1. **Major duties and responsibilities:** | | |
|  | * Work closely with DNCC and technical agency to finalize “Onsite Sanitation Technological solution” for DNCC Cluster-1 * Work closely to assist DNCC and technical agency in finalizing at-source/containment adaptation guidelines for the city authorities and dwellers * Work closely to assist Rajshahi city authorities on site selection and installation process for cluster-based-at-source treatment solutions for low-income community * Assist city corporations in developing schedules for desludging of containment by engaging multiple stakeholders * Facilitate and support capacity-building initiatives on safely managed on-site sanitation practices for the sweepers, FSTP operators and supervisors and relevant staff under CWIS project at DNCC, RCC and CCC areas. * Work closely and collaboratively with internal and external colleagues and partners, government counterparts and multi-stakeholders as required to scale up CWIS | |
| **3. QUALIFICATION and COMPETENCIES (indicates the level of proficiency required for the job.)**  **EDUCATION & OTHER SKILLS:**  An advanced university degree in one of the following fields is required: Civil engineering, 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 is a strong asset.    **WORK EXPERIENCE:** DEVELOPMENTAL: a minimum of two years of relevant professional experience in WASH-related programmes for developing countries is required. In-depth knowledge on Sanitation Treatment Systems is required.  **HUMANITARIAN:** At least basic knowledge in humanitarian programming is an asset  **LANGUAGE PROFICIENCY:** Fluency in English is required. Knowledge of local language is an asset. | | |
| **COMPETENCIES/SKILLS: UNICEF foundational/functional competencies** | | |
| **Core Values**   * Care * Respect * Integrity * Trust * Accountability | | **Core competencies**   * 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) |

**Child Safeguarding Certification**

**(to be completed by Supervisor of the post)**

[Child Safeguarding](https://unicef.sharepoint.com/teams/DHR-TalentAcquisition/DocumentLibrary1/Forms/AllItems.aspx?id=/teams/DHR-TalentAcquisition/DocumentLibrary1/Child%20Safeguarding%20Risk%20Roles%20Assessment_finalversion.pdf&parent=/teams/DHR-TalentAcquisition/DocumentLibrary1) refers to proactive measures taken to limit direct and indirect collateral risks of harm to children, arising from UNICEF’s work or UNICEF personnel. Effective 01 January 2021, Child Safeguarding Certification is required for all recruitments.

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| 1.Is this position considered as "elevated risk role" from a child safeguarding perspective?\* If yes, check all that apply below. | Yes  No |
| 2a. Is this a Direct\* contact role?  2b. If yes, in a typical month, will the post incumbent spend more than 5 hours of direct interpersonal contact with children, or work in their immediate physical proximity, with limited supervision by a more senior member of personnel.  *\*“Direct” contact that is either face-to-face, or by remote communicate, but it does not include communication that is moderated and relayed by another person.* | Yes  No  Yes  No |
| 3a. Is this a Child data role? \*:  3b. If yes, in a typical month, will the incumbent spend more than 5 hours manipulating or transmitting personal-identifiable information of children (names, national ID, location data, photos)  *\* “Personally-identifiable information”, in this context, means any information relating to a child who can be identified, directly or indirectly, by an identifier like a name, ID number, location data, photograph, etc. This is a “child data role”.* | Yes  No  Yes  No |
| 4. Is this a Safeguarding response role\*  *\*Representative; Deputy representative; Chief of Field Office; the most senior Child Protection role in the office; any focal point that the office designated for Child Safeguarding; Investigator (Office of Internal Audit and Investigations* | Yes  No |
| 5. Is this an Assessed risk role\*?  *\*The incumbent will engage with particularly vulnerable children[[1]](#footnote-1); or Measures to manage other safeguarding risks are considered unlikely to be effective[[2]](#footnote-2).* | Yes  No |

End.

1. Common sources or signals of additional vulnerability may include but are not limited to: age of the child (very young children); disability of the child; criminal victimization of the child; children who committed offences; harmful conduct by the children to themselves or others; lack of adequate parental care of the children; exposure of the children to domestic violence; a humanitarian context; a migrant (refugee/asylum-seeking/IDP) context. No ‘baseline’ vulnerability will be set. Hiring Managers will need to use judgment, taking into consideration the implications that follow from an assessed risk role (additional vetting scrutiny, training). [↑](#footnote-ref-1)
2. i.e. the role-risk will be compounded by other residual risks. [↑](#footnote-ref-2)