

TERMS OF REFERENCE FOR TEMPORARY APPOINTMENT

Job Title	: WASH Specialist	Duty Station	: Jakarta
Level	: P-3	Section	: WASH
Duration (maximum 364 days)	: 364 days	Report to	: Chief of WASH, P-5, Post# 23674
Estimated start date	: 1st Oct 2022		

ORGANIZATIONAL CONTEXT AND PURPOSE FOR THE JOB

Under the supervision and guidance of the **Chief of WASH (P5 level)**, the P3 TA WASH Specialist should provide professional, technical, operational, and administrative assistance throughout the programming process on the Hand Hygiene for All agenda, strengthening multi-stakeholder collaboration and partnerships for WASH, including WASH4Work and support the strengthening of cross-cutting issues in WASH programming such as climate resilience, gender, disability inclusion and adolescent/youth engagement. The tasks include support to high-level engagement and advocacy, expanding partnerships, especially in scaling up hand hygiene program in the country and making businesses invest in WASH.

KEY FUNCTION, ACCOUNTABILITIES AND RELATED DUTIES/TASKS

1. Support to program development and planning

- Draft inputs for Strategic documents on Hand Hygiene, WASH4Work, WASH in Emergency, gender/disability mainstreaming and youth/adolescent engagement in WASH. Provide timely, comprehensive and current data to inform WASH policy and programme development, planning, management and implementation as it relates to these output areas. Keep abreast of WASH sector development trends, for maximum efficiency and effectiveness in programme design, management and implementation.
- Participate in strategic WASH programme planning discussions. Prepare WASH donor proposals, ensuring alignment with 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 external support agencies.
- Support analysis of institutional WASH data, with particular focus on hand hygiene and reporting and high-level engagement in policy and planning processes.
- Support implementation of the Hand Hygiene Roadmap, including the inclusion of hand hygiene priorities in government planning and budgeting processes across line ministries, implementation of action plans to increase handwashing coverage in key settings and strengthening monitoring systems to report on hand hygiene progress.
- Support private sector engagement for WASH to improve WASH in workplaces and communities. Support development and implementation of WASH4Work models to contribute to SDG 6 agenda.
- Support mainstreaming of cross-cutting issues across WASH programming including climate resilience, gender/disability inclusion and youth engagement to achieve WASH outputs.
- Work with colleagues and partners to discuss strategies and methodologies for the achievement of WASH output results in the country programme in the area of hand hygiene, handwashing in institutional settings, private sector engagement, youth engagement and gender/disability inclusion mainstreaming.
- Draft/ review proposals for partnering with Civil society partners/ NGOs on hand hygiene, gender/disability inclusion/youth engagement mainstreaming and other related interventions.
- Provide technical and operational support throughout all stages of programming processes and ensure integration, coherence and harmonization of 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 the government and other counterparts.

2. Technical and operational support to program implementation

- Ensure timely implementation of assigned grants to achieve planned targets in close coordination with UNICEF field offices.
- Actively monitor UNICEF-supported response partnerships through field visits, surveys 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.

- Participate in WASH programme meetings, to review progress, with government, other sector agencies and implementation partners, involved at various stages of WASH programme implementation, to provide expert advice and guidance.
- Draft policy papers, briefs and other strategic materials for use by management, donors, UNICEF regional offices and headquarters.

3. 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, especially in the area of Hand hygiene and getting businesses to invest in WASH, including for emergency preparedness and response.
- Prepare materials for WASH programme advocacy to promote awareness, establish partnerships and support fund-raising.
- Participate in inter-agency discussions as needed, ensuring that UNICEF's position, interests and priorities are fully considered and integrated in the UNDAF development planning and humanitarian context.

4. Innovation, knowledge management and capacity building

- Support the development, implementation, monitoring and documentation of WASH action research and innovation (technical or systems) for the assigned area.
- Prepare learning/knowledge products, covering innovative approaches and good practices, to support overall WASH sector development, particularly in the areas of Hand hygiene, cross-cutting areas, private sector engagement and WASH in Emergency.
- Create and deliver learning opportunities for UNICEF WASH staff including sector stakeholders, to ensure our sector capacity remains up-to-date with the 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 initiatives to strengthen capacities systematically in collaboration with WASH platforms.
- Participate as a resource person in capacity-building initiatives to enhance the competencies of implementing partners/stakeholders.

Expected Deliverables within 12 months:

Support the "Hand Hygiene for All" Agenda of the Indonesia WASH program

- Coordinate the development and implementation of the national hand-washing roadmap with clear targets, strategies, interventions, funding needs and financing means.
- Contribute to expanding and strengthening the multi-stakeholder platforms (PPP-HWWS) and partnerships for promoting handwashing with soap at scale.
- Support institutions strengthening measures including the capacity of WASH sectoral stakeholders on hygiene behavior change interventions and monitoring.
- Support implementation of market assessment recommendations including market shaping activities and innovations through human-centered designs for handwashing.

Galvanize businesses to invest in WASH and to contribute to the wider SDG-6 Agenda

- Mobilize businesses around the WASH4Work agenda to invest in WASH in workplaces and to the wider SDG-6 agenda.
- Strengthen the institutionalization of WASH4Work within the Ministry of Manpower to integrate monitoring of WASH in workplaces as part of their regular monitoring.
- Roll-out of the WASH4Work guidance including trainings/capacity building activities with appropriate partners to mobilize businesses to improve WASH in their workplaces and communities.

Strengthening Government's capacity for WASH In Emergency cluster coordination and Disaster Risk Reduction including COVID19

- Support the roll-out and implementation of the WASH in Emergency Roadmap with particular focus on establishing coordination arrangements, and developing standards and guidelines for WASH in Emergency/DRR including for COVID19.

- Support the roll-out and implementation of Capacity Building Plan recommendations in partnership with local and international partners as required.
- Strengthening inter-agency and cross-sectoral coordination and collaboration, strengthening/managing partnerships with key WASH in Emergency partners (IFRC, PMI, UNHCR etc.)
- Ensure Government stakeholders update the WASH contingency planning, at the minimum for the UNICEF focus provinces

Contribute to mainstreaming cross-cutting issues within the assigned area and the wider WASH program and support the WASH section's Knowledge management agenda

- Contribute to mainstreaming cross-cutting issues across the handwashing for all and WASH in Emergency agenda based on global best practices and relevant metrics for monitoring.
- Support to introduction of new initiatives including human-centered designs towards ensuring proper usage and adoption, especially of hand-washing facilities across different settings.
- Collate best practices, lessons learned, innovations and human interest stories for the WASH section's Bimonthly News Letter and other knowledge products including for the donor reports.

RECRUITMENT QUALIFICATIONS

Education

- 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.
- Additional relevant post-graduate courses that complement/supplement the main degree are a strong asset.

Work Experience

- a minimum of five years of professional experience in WASH-related programmes for developing countries is required.
- One year of deployment in a developing country is required.
- Familiarity with government planning, budgeting and administrative regulations would be an asset.
- Experience in writing documentation for policy inputs an asset.
- Experience working in international organizations or non-governmental organizations, and field work experience an asset.

Language

- Fluency in English, both written and verbal is required.
- Knowledge of another official UN language or a local language is an asset.

(*First level relevant university degree in combination with 8 years of experience may be accepted in lieu of the advanced university degree.)