UNITED NATIONS CHILDREN'S FUND
(GENERIC) JOB PROFILE

I. Post Information

Job Title: **WASH Specialist (MEAL, Monitoring, Evaluation, Accountability and Learning)**
Supervisor Title/ Level: **Chief of WASH (Level 4/)**
Organizational Unit: **Programme, WASH & CC Section**
Post Location: **Antananarivo, Madagascar**

Job Level: **Level 3**
Job Profile No.:
CCOG Code: **1B06e**
Functional Code: **WSH**
Job Classification Level: **Level 3**

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.

Purpose of the job: The WASH Specialist (MEAL) reports to the Chief of WASH (Level 4) for guidance and general supervision. The Specialist supports the development, preparation, management, implementation, monitoring and evaluation of the WASH programme within the country programme. The Specialist provides technical guidance and management support throughout the programming processes, to facilitate the administration and achievement of the WASH-related output results in the country programme.

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 WASH preparedness and response**
5. **Networking and partnership building**
6. **Innovation, knowledge management and capacity building**
7. **Monitoring, Evaluation & Learning (MEAL)**

1. **Programme development and planning**

- Draft the WASH inputs for the situation analysis. Provide timely, comprehensive and current data to inform WASH policy and programme development, planning, management and implementation. 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.

- Assist in the formulation of the 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 WASH output results in the country programme.

- 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 government and other counterparts.

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

- With other external support agencies, strengthen national government WASH sector monitoring systems, with a focus on WASH outcomes (behaviours), using bottleneck analysis tools available in the sector (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 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 Regional Office and HQ, as and where appropriate in the WASH programme, through remote support and on-site visits.

- 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.

4. **Humanitarian WASH preparedness and response**

- Create system monitoring for supplies, services, long-term agreements and partnership agreements to ensure UNICEF is prepared to deliver on its commitments for WASH in case of an emergency.

- Contribute to the coordination arrangement for humanitarian WASH, for instant robust coordination in case of an emergency. Strengthen data sharing for accurate and up-to-date information flow.

- Take up support roles in an emergency response and early recovery, as and when the need arises, centered around data management, training and collection

- Lead real-time data collection during emergencies using the 5W framework (Who, What, Where, When, Why) to ensure comprehensive tracking and timely reporting on WASH interventions and enable evidence-based decision-making.

- Integrate data collection into the WASH emergency preparedness plans and generate regular reports to inform resource allocation, advocacy, and donor engagement.

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.

- Prepare materials for 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 UNDAF development planning and agenda setting.

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

- Lead the development, implementation, monitoring and documentation of 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 internal and external stakeholders.

- Drive innovation of new modules to improve program and sector outcomes, including WASH sector planning, water resource monitoring, and management information systems for water service providers.

7. **Monitoring, Evaluation & Learning (MEAL)**

- Provide technical support to ensure that the WASH Section and implementing partners use a well-prioritized and realistic plan of monitoring, evaluation, and research activities that will provide the most relevant and strategic information to manage the Country Programme, including tracking and assessing UNICEF's distinct contribution.

- In close consultation with the WASH specialists and officers and liaison with partners, make a professional contribution to formulation of the Integrated Monitoring, Evaluation, and Planning (IMEP) from a sound results-based programming process and collaborative working relations with partners.

- In close coordination with partners, ensure that the IMEPs include data collection activities that provide accurate and relevant data on key activities and results, including results for children.

- Design and implement the section's information systems and continuously improve them to better meet stakeholder needs. Operate and maintain the systems to ensure that it provides high quality data in a stable and useful manner.

- Provide strategic and technical guidance to internal and external partners as they develop and improve section information systems.

IV. Impact of Results

The support provided by the WASH specialist will enable the country office to achieve the WASH-related output results of the country programme. 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)

Core Values

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

Core Competencies

- 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:	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. Two years of additional relevant work experience that was gained after obtaining a bachelor's degree may be accepted in lieu of advanced degree. Additional relevant post-graduate courses that complement/supplement the main degree are a strong asset.
Experience:	A minimum of five years of professional experience in WASH related programmes for developing countries is required, including at least one year of proven experience with water resources tracking and putting in place water utility information management systems and minimum one year of professional experience with sector monitoring and information system design, implementation and management. Professional experience collaborating with government partners constitute a strong asset. Additional relevant post-graduate courses that complement/supplement the main degree is a strong asset.
Language Requirements:	Fluency in French and English is required.

VII. Technical requirements

1. Programme monitoring, evaluation, accountability, and learning for large, multi-stakeholder/multi-sector projects. 2. Monitoring and evaluation systems for sanitation access tracking in rural and urban contexts 3. Information systems for water service providers e.g. commercial, asset, O&M, and financial management. 4. Monitoring of WASH in Schools and Health Centres, including JMP, 3 stars approach and WASHFIT. 5. National government WASH sector monitoring and planning 6. Water resource monitoring of wells, springs, and surface water. 7. Information system creation, implementation, and management. 8. Engagement with universities and academia	Expert knowledge of three components and basic knowledge of three components
1. Humanitarian WASH – 5W preparation and implementation 2. Humanitarian WASH – early warning/early action systems	Basic knowledge of both components
1. Programme/project management 2. Capacity development 3. Knowledge management 4. 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