

TERMS OF REFERENCE- Temporary Appointment

Summary

Post Title	Partnership Specialist, WASH
Proposed level	P3 TA
Location	Port Sudan
Duration	364 days
Supervisor	Chief of WASH
Funding	Will be provided (multiple sources)

Background

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. WASH is one of the basic social service and advocacy programme areas that UNICEF supports in Sudan towards fulfilling the right, development and protection of vulnerable children.

In response to the current crisis in Sudan, the WASH delivery model has become heavily dependent on partnerships with CSOs, making this position strategically crucial in the section.

Purpose

The partnership specialist, WASH reports to the Chief of WASH 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, with particular focus on partnership (engagement with the CSOs, private sector), programme monitoring, reporting, knowledge management, focal person for PSEA and grant management as required.

Main duties & responsibilities

The WASH Specialist reports to the Chief of WASH (Level 5) for supervision. The WASH Specialist provides technical, operational and management assistance throughout the WASH programming process, particularly on WASH in school, WASH in Health Facilities, conflict sensitive/ peacebuilding WASH, knowledge management and partnership management. The Specialist prepares, manages and implements a variety of technical and administrative tasks, related to the development, implementation, monitoring and evaluation of the WASH output results (output 2.1, 2.2 and 2.3) of the country programme 2024 - 2025.

1. Knowledge management and programme planning

- In coordination with field based WASH team members and through field assessments and monitoring visits for WASH related interventions; the incumbent drafts reports to document lessons learned; contribute to knowledge management for WASH section, ensuring accuracy, timeliness and relevance of information.
- Provide inputs for WASH in the situation analysis, to inform the development of WASH-related outcome and output results.
- 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 processes.
- Lead on the timely preparation and submission of reports including SiRep, donor report, briefs, field notes, human interest stories, sector updates and programme bulletins.

2. Programme management, monitoring and delivery of results:

- Lead the smooth development of Programme Cooperation Agreement (PCA) and Programme Documents (PD) for WASH section in close collaboration with the respective field offices. Lead collaboration with other technical sections at federal level for integrated projects. Ensure timely transfer of funds and implementation, conduct monitoring visits as needed.
- Work collaboratively with colleagues and partners to collect/analyze/ share information on implementation issues, provide solutions on routine programme implementation and alert appropriate officials and stakeholders for higher-level interventions and/or decisions. Keep records 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 government and other counterparts and prepare reports on results for required action/interventions at the higher level of programme management.
- 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 WASH in School and Health Facility programme implementation

- Support the coordination of WASH in school/ health care facility interventions at federal level, including development of the national WASH in school strategy and WASH in health facility national strategy & facilitate the investment plan preparation as a focal person
- 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 to support programme implementation of WInS & WASH Fit tool.

4 Humanitarian WASH preparedness and response

- Promote peacebuilding and social cohesion programming in WASH programme as a focal person, ensure the conflict sensitive and peacebuilding activities are engrained in WASH programme in conflict-affected areas.
- Draft requisitions 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.
- Draft proposals and reports for humanitarian funds.
- Take up support roles in an emergency response and early recovery, as and when the need arises.
- As a PSEA focal person in the section, advocate, promote PSEA components in the humanitarian WASH programme

5 Innovation and capacity building

- Assist in the development, implementation, monitoring and documentation of WASH action research and innovation (technical or systems).
- Support the technology for Development (T4D) adoption and scaling up in the programme section
- Assist in creating and delivering learning opportunities for UNICEF WASH staff, to ensure our sector capacity remains up-to-date with latest developments.
Participate as a resource person in capacity building initiatives to enhance the competencies of clients/stakeholders.

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

Core Values

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

Core Competencies (as Staff will have no 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)

Expected background and Experience

Experience:

- **Development:** a minimum of five years of professional experience in WASH-related programmes for developing countries is required.
- **Experience in developing countries:** One year of deployment in a developing country is required.
- **HUMANITARIAN:** At least one three-month deployment mission in a humanitarian situation (with UN-Govt-INGO) is required.

Education:

- An advanced university degree in one of the following fields is required: public health, social and behavior change communication, Civil/sanitary/water supply engineering, Climate change, Social work, sociology, development studies or another relevant technical field.
- Additional relevant post-graduate courses that complement/supplement the main degree are a strong asset.

Language:

- Fluency in English is required. Knowledge of another official UN language (primarily Arabic) and additional local language(s) used in Sudan is an asset.

Technical:

1. Rural water supply for low- and middle-income countries - including water safety, sustainability
2. Rural sanitation for low- and middle-income countries, incl sustainability; applying CATS principles
3. Urban sanitation for low- and middle-income countries, incl sustainability
4. Handwashing with soap
5. WASH-in-Schools and Health Care facilities/Centers
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

Duty Station and Travel

Port Sudan, UNICEF Sudan Office with travel requirement to all states & localities of Sudan depending on security situation and travel permit requirements.

Prepared by: Thewodros Mulugeta, Chief of WASH

Date: 20 Aug 2024



Reviewed by: Benjamin Omoluyi, Chief HR

Date:

Certified by: Mary Louise Eagleton, Dep Rep - programme

Date:

Approved by: Sheldon Yett, Representative

Date: