



UNITED NATIONS CHILDREN'S FUND
TA TOR (364 days assignment)

I. Post Information

Job Title: **WASH Officer**
Supervisor Title/ Level: **WASH Specialist (Level 3 Post No 104496)**
Organizational Unit: **Programme**
Post Location: **Cox's Bazar Field Office, Bangladesh**

Job Level: **Level 2**
Job Profile No.:
CCOG Code: **1B06e**
Functional Code: **WSH**
Job Classification Level: **Level 2**

II. Organizational Context and Purpose for the job

The humanitarian situation for Rohingya refugees in Bangladesh remains dire, with some 630,000 newly arrived refugees since 25 August 2017 – of which 58 per cent are children and 60 per cent are women. With the influx since 25 August, the current total number of Rohingyas who have fled from Myanmar into Bangladesh, coupled with the affected population in communities, has reached a staggering 1.2 million. Of these, there are an estimated 720,000 children in need, making this very much a children's crisis. Weak and vulnerable girls and boys who have been uprooted from their homes, separated from their families, suffered trauma, and had their right to education taken away. There is a strong likelihood that this number will change and grow, making an already desperate situation worse.

This influx of refugees not only aggravates the pre-existing protracted crisis of Rohingyas in Bangladesh, but also puts additional pressure on the already fragile social and economic structure of Cox's Bazar district. Cox's Bazar is one of the worst performing districts in almost all child-related indicators and one of the most vulnerable to disasters and climate change in Bangladesh.

Even before the influx of the Rohingya refugees, Cox's Bazar District has some of the worst water and sanitation indicators in the country according to the 2019 WASH Mapping undertaken by the Department of Public Health Engineering (DPHE). The sector lacks adequate national budget allocations while the district is regularly affected by cyclones and floods. Seventy-six per cent of households have a basic water supply but only 18 per cent have access to safely managed water. Twenty-nine per cent of households use safely managed latrines and 47 per cent of households have handwashing facilities in their premises, where only 33 per cent households practice handwashing and 28 per cent households dispose of faeces from children under 5 properly. Women also reported difficulties accessing MHM materials and only 39 per cent of women are able to take up proper menstrual hygiene practice.

The impact of the refugee influx on WASH services has been felt most keenly in Teknaf and Uhkiya Upazilas which house the refugee camps but also throughout the whole district of Cox's Bazar as resources and technical capacity has shifted towards supporting the refugees.

UNICEF is working closely with government partners at district and national level to address WASH related issues in Cox's Bazar. This involves district level planning and integration with national level development and emergency planning to include the whole of Cox's Bazar district.

Job organizational context: This WASH Officer level 2 GJP is to be used in Cox's Bazar Field Office where WASH is a substantial component of the Country Programme. The WASH Officer reports to the WASH Specialist NOC with responsibility for the Host Community WASH Programme.

Purpose of the job: Under the direction of the WASH Specialist (NOC), in close coordination with other members and Technical Specialists of the WASH Team and other sections as appropriate, the WASH Officer responsible for / support the development, planning, implementation, monitoring and evaluation of UNICEF's District WASH Programme for Host Community in activities and results related to safeguard and improve public health of the affected population by ensuring access to safe drinking water, excreta disposal and promoting safe hygiene practices, including appropriate use and maintenance of WASH facilities and services; ensuring overall efficiency, effectiveness and delivery of results in accordance with UNICEF's Core Commitment for Children in Emergencies (CCCs) and national and international humanitarian standards

III. Key function, 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. Networking and partnership building
5. Innovation, knowledge management and capacity building

1. Programme development and planning

- Under the framework of national WASH coordination platform/sectoral cluster, in conjunction with other WASH stakeholders and on behalf of UNICEF, support the overall analysis of sectoral needs and priorities and the definition of strategies and standards to ensure the delivery of safe drinking water, safe sanitation and hygiene promotion to affected population, in accordance with national and international humanitarian standards.
- Responsible for/support the definition of UNICEF's response in the WASH sector related to ensure appropriate access to safe drinking water, safe sanitation and hygiene promotion to affected population (strategies, outcomes, target population) as per agreed standards and CCC's benchmarks. In coordination with other UNICEF's relevant sections and divisions, and implementing partners, develop strategies, plans and capacities to reach target population with culturally appropriate and gender sensitive interventions.
- As per the sectoral definition of priorities, assess and select the most suitable solutions (most cost-effective/effective) and develop interventions for providing access to WASH services for the affected population.
- Draft updates for WASH in the situation analysis, to inform the development of WASH-related outcome and output results. Research and report on trends in WASH, for use in programme development, management, monitoring, and evaluation.
- Prepare technical reports and inputs for programme preparation and documentation, ensuring accuracy, timeliness and relevance of information.
- Contribute to the development/establishment of WASH-related outcome and output results, as well as related strategies, through analysis of WASH sector needs and priorities.
- 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.

2. Programme management, monitoring and delivery of results

- Collaborate with the design and effective implementation of a monitoring plan to follow up the implementation of UNICEF's response in the WASH sector with special attention to special needs of women, children and people

with disabilities and other cross-cutting areas.

- Contribute to WASH reporting in accordance with UNICEF's CCC based Humanitarian Performance Monitoring criteria.
- 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.
- Provide input to progress reports for management, donors and partners.

3. Technical and operational support for programme implementation

- Within UNICEF, collaborate with:
 - Programmes and Emergency Sections to ensure integration of UNICEF's response to the emergency, exploring opportunities for WASH to support and enhance the programmatic response in other sectors, including the provision of WASH services in schools and other child friendly spaces and institutions.
 - Operations and Supply Sections, as well as with government authorities and other implementing partners, to establish and maintain sound internal controls, to coordinate financial and supply management requirements and ensure accountability.
 - Communications and Programme Communication sections to ensure development of effective communication materials and strategies for advocacy, social mobilization and emergency programme implementation for the WASH sectoral response.
- Undertake field visits and surveys, collect and share reports with partners/stakeholders. Report critical issues, bottlenecks and potential problems to supervisor, for timely action.
- Provide technical and operational support to government counterparts, NGO partners, UN system partners and other partners/donors on the application and understanding of UNICEF policies, strategies, processes and best practices in WASH, to support programme implementation.

4 Networking and partnership building

- Interact with government and partners (including UN, Donors, NGOs, CSOs, etc.) in the different stages of the emergency programme implementation, following up on cooperation agreements, recommendations and other UNICEF's commitments for the emergency response, including capacity development of national partners.
- Ensure UNICEF's engagement and contribution into cross-sectoral assessment, analysis and evaluations of the emergency response such as Damage Loss Assessment (DLA), Post-Disaster Needs Assessment (PDNA), etc.
- 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.
- Draft communication and information materials for WASH programme advocacy to promote awareness, establish partnership/alliances and support fund-raising for WASH.
- Participate in inter-agency meetings on UNDAF planning, to integrate and harmonize UNICEF output results and implementation strategies with UNDAF development and planning processes.
- Research information on potential donors and prepare resource mobilization materials and briefs for fund raising

and partnership development purposes.

5 Innovation, knowledge management and capacity building

- In coordination with other members of the WASH team, explore possibilities to strengthen UNICEF's WASH regular/development programme/intervention through recovery/reconstruction/stabilisation activities.
- Assist in the development, implementation, monitoring and documentation of WASH action research and innovation (technical or systems).
- Assist in the preparation of learning/knowledge products, covering innovative approaches and good practices, to support overall WASH sector development.
- 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.

IV. Impact of Results

The support provided by the WASH Officer will enable the field office to achieve the WASH-related output results of the CCCs.

V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles.

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)

Functional Competencies:

- Formulating strategies and concepts (I)
- Analyzing (II)
- Applying technical expertise (II)
- Learning and researching (II)
- Planning and organizing (II)

VI. Recruitment Qualifications

Education:

Advanced university degree or equivalent experience in Environmental Public Health, Civil Engineering, Programme Communication, Mechanical Engineering, Geology, Hydrogeology, or Sanitation Engineering, or other related field.

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	Additional relevant post-graduate courses that complement/supplement the main degree are a strong asset.
Experience:	HUMANITARIAN: a minimum of two years of professional work experience in emergency WASH-related programmes is required.
Language Requirements:	Fluency in English is required. Knowledge of Rohingya or Chittagong languages is considered as an asset

VII. Technical requirements

1. Humanitarian WASH - preparedness 2. Humanitarian WASH - response and recovery	Good knowledge of both components
1. Humanitarian WASH – coordination of the response	Basic knowledge
2. Programme/project management 3. Capacity development 4. Knowledge management 5. Monitoring and evaluation	Basic knowledge of all four components
1. Human rights and WASH 2. Gender equality and WASH	Basic knowledge