



## JOB VACANCY

SOLIDARITES INTERNATIONAL launches the external recruitment of a

BASE	Sittwe, Rakhine
POSITION	WASH Program Manager

### PRESENTATION OF THE ORGANIZATION

**SOLIDARITES INTERNATIONAL (SI)** is an international humanitarian NGO which, for more than 40 years, has been providing assistance to populations affected by armed conflicts and natural disasters by meeting their vital needs for food, water and shelter. Particularly involved in the fight against diseases linked to unsafe water, the first cause of death in the world, SI's interventions provide expertise in the field of access to drinking water, sanitation and hygiene promotion, but also in the essential area of food security and livelihoods. Present in around twenty countries, SI's teams - 2000 people in total made up of expatriates, national staff, permanent staff at headquarters, and a few volunteers - work with professionalism and commitment while respecting cultures.

Solidarités International (SI) is determined to prevent and fight all type of abuse – all act of exploitation, abuse and/or sexual harassment (SEAH) against members of beneficiary communities or collaborators, fraud, corruption, violation of persons and/or property, funding of activities harmful to human rights – that could be perpetrated in the frame of its interventions. SI implements a zero-tolerance policy regarding acts of SEAH.

Solidarités International is an equitable employer committed to find all forms of discrimination. SI will ever ask for any remuneration to take part in a recruitment process.

### **ABOUT MYANMAR MISSION**

Solidarités International (SI) is operating in Myanmar since May 2008. SI's current programs in Myanmar include:

- Provision of life-saving and humanitarian assistance to families affected by violence in Rakhine State. This program is currently implemented in IDP camps, host and surroundings communities in Sittwe, and Pauktaw Townships.
- Emergency response to conflict-affected populations in Kachin State through an improved access to water, sanitation and hygiene as well as food security and livelihood activities.

**Position :** WASH Program Manager

Desired Start date : Mid of May or early June 2024  
 Contract duration : 6 months with the possibility of extension  
 Probation Period : 2 months  
 Location : Sittwe, Rakhine

### MISSION / OBJECTIVES

The program manager oversees implementation and achievement of the WATSAN objectives defined in the proposals. He/she supervises the operational teams allocated to his/her program.

He/she guarantees the proper execution and the quality of the implemented program and, suggests adjustments or developments to ensure its relevance and improvements.

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## DESCRIPTION OF THE POSITION

### **Project relevance, quality, and design**

- Contribute to establishing community need assessments
- Contribute to define Solidarités International's local strategy and contribute to the annual programming by proposing new activities
- Organize and facilitate evaluation missions
- Propose a technical approach and a financial, human and logistical scope for the programs to be implemented
- Write the technical annexes and chapters (including the logical framework) for the proposals
- Check and validate the technical design and BOQ produced by the team with the support of WASH Coordinator.
- Implement activities in compliance with the annual operational strategy, Solidarités International's and international standard technical requirements and the financial donors' criteria
- Ensure the quality of the activities and apply corrective measure with team in case of technical challenge/issue
- Evaluate the relevance of the activities carried out, as well as the effectiveness of the interventions and their appropriateness with respect to contextual developments and the populations' needs
- Propose adjustments to the programs based on current implementation, community feedback and data collected
- Ensure that the programs under his/her supervision achieve the required results
- Ensure that program objectives meet sustainability requirements and, if required, compliance with established norms and standards
- Coordinate closely with the Community Mobilization team (in charge of all the soft component of the WASH program) for the design of WATSAN facilities that answer to a need identified by the community Mobilization team and has been validated by the community through community consultation
- Participate in building the WATSAN teams' abilities with respect to techniques or new methodologies

### **Implementation and operational monitoring**

- Plan activities and activity cycles for WATSAN facilities (hiring, purchasing, etc.) in the light of established objectives
- Coordinate closely with the community mobilization team to raise appropriate monitoring with the community.
- Used the project management, monitoring and evaluation tools for WATSAN, particularly the planning and monitoring timeline
- Propose and implement quality criteria and monitoring indicators for WATSAN activities
- Support and advise to the base's logistical department for the purchase of specific materials for WATSAN activities (mainly construction items, chemical items for water or sludge treatment)
- Plan and supervise the WATSAN program implementation he/she is in charge of, being sure to meet deadlines and adhere to predefined technical specifications
- monitor and evaluate the implemented WATSAN activities
- Anticipate any issues linked to carrying out the WATSAN activities and help to resolve them
- Suggest any adjustments to be made to the WATSAN activity monitoring depending on contextual and indicator developments
- Working with the administrative department, contribute to developing budgets relative to his/her program and monitor expenses and budget forecasts
- Working with given project manager, draw up requirement statuses and cash flow needs.

### **Capitalization**

- Use the capitalization tools proposed by Solidarités International
- Participate in the centralization and distribution of procedures, guides and tools linked to the WASH activities
- Capitalize on intervention methods and techniques and on the experiences acquired by Solidarités and other participants in the WASH activities
- Write procurement and handover reports before the end of his/her contract and send it to the appropriate persons on the mission and at headquarters

**Personnel management**

- Participate in validating the hiring of national technical staff for activities
- Define the prerequisites for opened WATSAN positions together with the administrative department; adapt existing job descriptions if required
- Greet and brief the expatriates working on the program
- Identify and pass on any training needs for WATSAN teams
- Set up technical training depending on WATSAN operational needs and identified training requirements
- Manage and support the team under his/her responsibility
- Lead work groups and thematic meetings
- Evaluate and assess the performance of colleagues under his/her direct supervision
- Ensure adherence to security regulations by personnel under his/her supervision

**Reporting / communication / representation**

- Pass upward to the relevant persons any information on the security situation or on any event that could impact Solidarités activities and the safety of the teams
- Draft activity reports and any annexes relating to specific activities for the financial donor reports and/or amendments
- Ensure that all reports are delivered on time and in the correct format
- Maintain a local operational communications network and good relations with local and government authorities, financial donor representatives, UN agencies and other international agencies
- In his/her assignment area, represent Solidarités International's at meetings or forums concerning the WASH activities
- Represent the organization when asked and/or delegated to do so
- Reply to headquarter information requests regarding specific needs
- In collaboration with the WASH /program coordinator and deputy field coordinator, prepare the administrative documents (MOU, handover, etc.) to be jointly signed with government authorities, communities or partners

**ORGANIZATION CHART POSITION (reporting and functional relationships)**

Line manager: Deputy Field coordinator

Line report(s) on base: Watsan supervisor, officers

Functional manager: WASH coordinator

**PROFILE FORSAKEN****Studies :**

- University diploma (BA, MA) in WASH and/or Engineering.

**Experience :**

- 3 years of experiences in WASH, 1 year of experience in similar position. Previous experience in emergency and recovery contexts is a plus
- Previous experience of project management in INGO / humanitarian fields mandatory.
- Proven experience in team management and in training / capacity building. Experience in complex ethnic and/or religious contexts preferred, sensitive environments is a plus. Experience in developing projects for semi-permanent settlements a plus.

**Language :**

- Full professional proficiency in English and Myanmar

**IT :**

- Good command of Excel, Word, PowerPoint
- Knowledge of Kobo is a plus

**Technical Skill :**

- Knowledge and experience with construction of WASH infrastructure. Water quality testing, Fecal sludge management.

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- WASH and community engagement programming experience. Public health, Team management, coaching and capacity building.
- Monitoring and evaluation, Report writing.
- Strategic thinking, Ability to quickly understand complex situations and to coordinate both emergencies and long-term programs.
- Sound knowledge in assisting behavioral change methods and approaches including BCC, ABC etc.
- Knowledge and experience in applying and training in WASH approaches (PHAST, CHAST, CLTS) is an advantage

**Transferable skills:**

- Autonomy, proactivity, is able to take initiatives
- Capacity building of team members
- Major organization capacities
- Team management
- Excellent listening skills
- Patience, diplomacy, flexibility

**SI WILL OFFER YOU**

Salary: 1,133 USD

Social benefits: SI Medical coverage, 12 days of Annual leaves, 5 days of Seniority leaves, Public Holidays per year, yearly-ended bonus. Inpat Status (60 USD monthly allowance + Break flight ticket according to SI internal procedure).

Thank to send your application with a resume, cover letter, copy of diplomas, and work certificate, to SOLIDARITES INTERNATIONAL office at No. 69 (A), Kanbawza Street, Golden Valley, Bahan Township, Yangon, Myanmar.

or by email to [recruitment@solidarites-myanmar.org](mailto:recruitment@solidarites-myanmar.org)

**Deadline for submitting applications: 10th May 2024 (Not later than 5 :00 PM)**

Important to consider, the position you want to apply for has to be specified on the envelope or as subject of your e-mail.

Solidarites International reserves the right to select a candidate and finalize the recruitment before the final date.

**Only short-listed candidates will be notified.**

**Solidarites International has a zero-tolerance policy on any kind of abuse, exploitation and fraud. Solidarites International expects full commitment of its employees with SI Charter, Code of Conduct including PSEA policy.**

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