



## JOB VACANCY

SOLIDARITES INTERNATIONAL launches the external recruitment of a

BASE	Yangon-25% of the time field visit to project areas
POSITION	Deputy WASH Coordinator

### 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.

<b>Position :</b>	<b>Deputy WASH Coordinator</b>
Desired Start date :	1 Aug 2024
Contract duration :	9 months with possible extension
Probation Period :	3 months
Location :	Yangon -25% of the time field visit to project areas

### MISSION / OBJECTIVES

Under of the WASH Coordinator, the Deputy WASH Coordinator contributes to the provision of technical support to SI's WASH missions in Myanmar, including both projects implemented directly, and projects implemented by partners. He/she contributes to guarantee the quality, relevance, and suitability of the WASH activities in line with SI standards and needs of the local populations, and contribute to their design, monitoring and follow up.

## DESCRIPTION OF THE POSITION

Under the direction and supervision of the WASH Coordinator, the main tasks to be implemented are:

### **Technical relevance, cost-efficiency, and quality of projects**

- Support the WASH Coordinator in the validation of technical approaches and technical components of the programs.
- Contribute to the validation of the technical relevance of WASH assessments carried out.
- Contribute to the identification, design, and implementation of evaluation processes.
- Support in ensuring the technical relevance and consistency of all programs vis-à-vis the needs of the populations.
- Support WASH Coordinator in developing harmonized activity processes, monitoring, and evaluation systems (between bases).
- Participate in the development of technical guidelines and quality assurance tools to improve quality of programming.
- Ensure the translation of validated tools and guidelines in Myanmar language to ensure wider dissemination to the mission.
- Ensure harmonization of approaches, tools, and methodologies used in the different WASH programs.
- Analyze budget follow-up shared between bases and provide timely alerts and solutions to the WASH Coordinator.
- Establish a database of standard BoQ at mission level including a regular follow-up of prices for a specific list of materials.
- Support in the coordination with the logistics department on timely WASH orders delivery when required.
- Support project teams in any aspects related with his/her mandate required by the Program WASH Coordination (including temporary gap filling of Program manager).

### **Operational monitoring and evaluation**

- Contribute to review project activity reports (APUs, Activity Forms) from different projects and produce monthly WASH activity progress report (one page format); and identify ways for improvement of program quality.
- Review project surveys (PDM, end-line, etc.) on request
- Ensure a proper tracking of the different recommendations from various sources (PDM, end-line, monitoring visits...) with the PMs for improvement of program quality.
- Perform regular field visits to SI's WASH and multi-sectorial projects upon validation of the WASH Coordinator.
- Produce terms of reference before each visit and a field visit report after the visit including SWOT on implemented activities, related recommendations, and planning / timeframe.
- Support on the monitoring and evaluation of the quality criteria and performance indicators of the programs used by the program managers.
- Contribute to ensuring that the monitoring indicators in place are used by the project managers.
- Contribute to ensuring that planning and implementation tools for the project managers are adequately and regularly carried out.
- Contribute to ensuring that program managers monitor and evaluate the activities implemented.
- Support in conducting WASH needs assessments (develop tools, conduct training, supervise teams, etc.) including when feasible participation to the assessment mission.
- Conduct key informant interviews/focus group discussions to understand WASH situations.

### **Strategic orientation**

- Contribute to the identification, design and implementation of diagnostic missions including key informant interviews/focus group discussions.
- Support the WASH Coordinator in the monitoring and analysis of SI's WASH intervention and the analysis of the donors' strategies for the organization's activities.
- Support in the identification of suitable new WASH activities.
- Support the WASH Coordinator in programming work.
- Participate in the WASH strategy revision.
- Based on WASH analysis, provide recommendations for future programming/re-programming of current programs.

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- Conduct regular desk review to assess the WASH situation (humanitarian agencies report, articles, analysis, etc.).

### Learning

- Produce key fact sheets for the country/per base with key WASH information/data and regularly update them.
- Contribute to the centralization and dissemination of procedures, guides and tools linked to activities.
- Contribute to improvements of existing tools.
- Contribute to the capitalization of methods and techniques, and on the experiences acquired by SI and partners and other actors in the field.
- From the tracking of the recommendations, provide concrete lessons learnt/best practices documentation.
- In coordination with the MEAL Coordinator, conduct lesson learnt workshops with field teams and provide comprehensive report on the workshops including realistic recommendations.
- When possible, conduct meetings with WASH partners to share/learn from their experience and best practices.
- Optimize the use of the WASH Teams channel to capitalize, share information for the WASH PMs and partners.

### Reporting/Communication/Representation

- Produce monthly WASH activity progress report (one page format)
- Ensure tracking of program reports (APUs or equivalent) including PDM, completion report, ... are delivered on time and in the correct format.
- Contribute to the development of donors reports when required.
- Upon request, ensure that SI is represented at all meetings or forums concerning WASH.

### Capacity Building

- Identify training requirements within the programs' teams including partners and the resources available locally.
- Contribute to the design and implementation of technical training in line with operational needs.
- Ensure the translation of training curriculums in Myanmar language to ensure wider dissemination to the mission.
- Implement WASH capacity assessment of local partners (and governmental technical departments)
- Contribute to the development of a capacity building plan in coordination with other departments.
- Perform regular field visits to SI's WASH and multi-sectorial projects.
- Produce terms of reference before each visit and a field visit report after the visit including SWOT on implemented activities, related recommendations, and planning / timeframe.

### ORG CHART POSITION (reporting and functional relationships)

Line 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
- WASH experience in camp setting (water supply, sanitation)

#### Language :

- Full professional proficiency in English and Myanmar

#### IT :

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

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**Technical Skill :**

- Behaviour change communication
- Knowledge and experience with construction of WASH infrastructure. Water quality testing, Fecal sludge management.
- 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, year-end bonus.

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 [mya.recruitment@solidarites-myanmar.org](mailto:mya.recruitment@solidarites-myanmar.org)

**Deadline for submitting applications: 29th May 2024 (Not later than 5 :00 PM)**

Important to be considered, 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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