



JOB VACANCY

SOLIDARITES INTERNATIONAL launches the **external recruitment** of a

BASE	Sittwe
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 never 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:	July 2025
Contract duration:	5 months with possible extension
Probation Period:	3 months
Location:	Sittwe Office

MISSION / OBJECTIVES

The program manager is in charge of implementing and achieving the objectives defined in the proposals. He/she is in charge of supervising the operational teams allocated to his/her program. He/she guarantees the proper execution and the quality of the implemented program and, if applicable, suggests adjustments or developments to ensure its relevance. He/she guarantees a proper remote coordination with his/her both WatSan and ComMob teams on the field for efficient activity implementation. Ensure that both WASH pillars (WatSan and ComMob activities) are implemented in a balanced way, insisting in their interdependence for an efficient WASH program result.

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DESCRIPTION OF THE POSITION

Under the direction and supervision of the Deputy Field coordinator (Programs), the main tasks to be implemented are:

Project relevance, quality and design:

- Contribute to establishing assessments
- Contribute to define WASH 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
- Implement activities in compliance with the annual operational strategy, Solidarités International's technical requirements and the financial donors' criteria
- 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, if necessary
- 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
- Participate in building the WASH teams' abilities with respect to techniques or new methodologies

Implementation and operational monitoring:

- Plan activities and activity cycles for WASH (hiring, purchasing, etc.) in the light of established objectives
- Use and fill at the requested regularity the project management, monitoring and evaluation follow-up tools his/her WASH activities (APU, OFU, thematic activity/indicator monitoring, ...) ,
- Propose and implement quality criteria and monitoring indicators for WASH program
- Support and advise to the base's logistical department for the purchase of specific materials for WASH activities
- Plan and supervise the WASH program implementation he/she is in charge of, being sure to meet deadlines and adhere to predefined technical specifications
- Supervise and provide support for the WASH managers; monitor and evaluate the implemented WASH activities
- Anticipate any issues linked to carrying out the WASH activities and help to resolve any problems related to the WASH activities
- Suggest any adjustments to be made to the WASH activity 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 a 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

HR Management:

- Participate in validating the hiring of national technical staff for activities
- Define the prerequisites for opened WASH 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 WASH teams
- Set up technical training depending on WASH operational needs and identified training requirements

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- 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 internal or external stakeholder any information on the security situation or on any event that could impact Solidarités International's activities and the safety of the teams
- Support deputy Field CoO for program and grant team to write all the context and technical parts related to his/her activities of intern and financial donor reports and/or amendments
- Ensure that all reports are delivered on time and in the correct format
- Prepare and present his/her activities and last information into all intern and extern meeting he is assisting (BFU/boussol, BCM, project closing, Water scarcity, Cluster, ...)
- Maintain a local operational communications network and good relations with 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

ORG CHART POSITION (reporting and functional relationships)

- Line manager: Deputy Field Coordinator (Programs)
- Line report(s) on base: Com Mob Supervisor and WATSAN Supervisor+IM Officer
- Functional manager: WASH Coordinator

PROFILE FORSAKEN

Studies:

- Bachelor's degree and Professional diploma (BA, MA) in WASH and/or Engineering, preferable Data Analysis Management

Experience:

- 3 or 4 years in a similar position
- Previous experience of project management in INGO / humanitarian fields mandatory.

Personal abilities :

- Good Water and/or sanitation technical background
- Good community mobilization and engagement skills, strong skills in capacity building

Transferable skills:

- Autonomy, good analytical skills and force of proposal
- Coordination with Community Mobilization – Hygiene Promotion department

Language :

- Full professional proficiency in English and Myanmar

IT :

- Excellent capacity of Excel, Word, PowerPoint, Outlook and Teams

SI WILL OFFER YOU

Salary: 1260 USD

Social benefits: SI Medical coverage, 12 days of Annual 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 mya.recruitment@solidarites-myanmar.org

Deadline for submitting applications : 4th June 2025 (Not later than 5 :00 PM)

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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.