



KARUNA MISSION SOCIAL SOLIDARITY (KMSS)

Recruitment Announcement

Date: 15 April 2025

Ref: KMSS/11/HR/OU-058/APR/2025

WASH Technical Specialist

Location: KMSS National Office, Yangon
Employee Category: Full Time
Reports to: Grant Manager/ Program Manager
Project Period: (10) months

KMSS background

Karuna Mission Social Solidarity (KMSS) is an organization aiming to serve the poor, the vulnerable, and the marginalized without any form of discrimination. The organization's mission strategically pays attention to promoting integral human development, delivery of humanitarian assistance and emergency responses, and organization development in Myanmar. KMSS National Office is seeking suitable candidates for the WASH project Technical Specialist position as the role and responsibilities are outlined below.

Purpose of the job

The WASH Project Technical Specialist supports the development, preparation, management, implementation, monitoring, and evaluation of the WASH program within the KMSS National program team. 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 KMSS WASH program. To take the role of primary responsible person for the WASH technical leadership (Key member) of the KMSS as well as working closely with the other program teams to develop integrated programming that is contextually appropriate.

Duties and responsibilities

1. Programme development and planning

- Draft the WASH inputs for the situation analysis. Provide timely, comprehensive, and current data to inform Programme development and planning. Keep abreast of WASH sector development trends, for maximum efficiency and effectiveness in program design, management, and implementation.
- Participate in strategic WASH program planning discussions. Prepare WASH donor proposals, ensuring alignment with KMSS's Strategic Plan.

- Assist in the formulation of the WASH outcome and output results, related indicators, baselines, targets, and means of verification. Prepare required documentation for program reviews.
- Work with colleagues and partners to discuss strategies and methodologies for the achievement of WASH outcomes in the KMSS program.
- Provide technical and operational support throughout all stages of programming processes and ensure integration, coherence, and harmonization of WASH with other KMSS sectors, for the achievement of the WASH program outcomes.

2. Programme management, monitoring, and delivery of results

- In coordination with Program Managers, Grant Managers of KMSS NO, provide necessary information and knowledge to diocesan field staff to have a basic awareness of Gender, Protection, and Vulnerable groups as well as to ensure that all programs take gender and protection issues fully into account.
- Coordinate and support logistics to ensure timely procurement and distribution of WASH items, WASH engineering equipment, and materials, through detailed bills of quantities, delivery schedules of local materials, etc. for all WASH projects which are managed by KMSS NO.
- Participate in monitoring and evaluation exercises, program reviews, and annual sectoral reviews with KMSS DOs, and partner CSOs and prepare reports on results for required action/interventions at the higher level of program management.
- Assess monitoring and evaluation reports to identify gaps, strengths/weaknesses in programs and management, and identify and document lessons learned.

3. Technical and operational support for program implementation

- Plan for travel to diocesan offices to provide technical support, especially capacity-building training for KMSS staff and Partner staff regarding WASH Engineering and Hygiene Promotion as required or based on the requests of diocesan offices.
- In coordination with Diocesan Project Managers and leadership of DOs, build the capacity of WASH staff to implement WASH programs that meet the international principles and standards to be quality and accountability in delivering WASH projects.
- Accompany WASH project managers of selected DOs and provide WASH technical support to be diocesan-led implementation of WASH activities and provide constructive feedback and advice.
- Actively monitor WASH intervention/Lifesaving activities through field visits, surveys, and exchange of information with KMSS DO, and CSOs, to assess progress, identify bottlenecks and potential problems, and take timely decisions to resolve issues and/or refer to relevant officials for timely interventions.

4. Humanitarian WASH preparedness and response

- With the support of the KMSS Program Managers and Advisors of KMSS National Office, to equip the technical skills of WASH project staff of diocesan offices, this includes assessment, planning, design, BoQ, and construction of WASH Infrastructures and hygiene promotion as well as the development of SoPs, capacity needs assessment and training plan.
- Contribute WASH Technical expertise to donor proposals and reports, compiling all WASH assessment finding data and information from selected Diocesan Offices and preparing technical approaches, designs, drawings, and BoQ for the different versions of proposals and reports.
- Lead in developing IEC materials, WASH resources, methodologies, and new tools for hygiene promotion, to be appropriate and relevant to contexts and different behaviors and practices of the community where KMSS is working.
- Ensure that all KMSS WASH staff are familiar with KMSS's procedures for responding in an emergency.
- Take up support roles in an emergency response and early recovery, as and when the need arises.

5. Networking and partnership building

- Representing KMSS's WASH Focal Person at all levels specially to access WASH technical information from WASH cluster meetings of national level and different regions. In line with country and Cluster level WASH strategy approaches, transfer technical knowledge and skills to staff of KMSS NO and DOs as well as partners if needed.
- Prepare materials for WASH program advocacy to promote awareness, establish partnerships and support fund-raising.

Impact of Results

The support provided by the WASH Technical Specialist will enable the KMSS NO office to achieve the outcomes of the WASH program. When done effectively, the achievement of the outcomes results will improve the living conditions of crisis-affected people and their survival, growth and development and reduce inequalities.

Skills and Competencies (Essential)

- Good written and spoken English and Myanmar is essential.
- Strong NGO experience and proven practical delivery of WASH programs in humanitarian settings as well as demonstrating a clear understanding of participatory approaches and community development.
- Experience and skills in WASH infrastructure and Hygiene Promotion especially understanding/ experience in applying Sphere standards and Humanitarian Accountability Principles including the ability to abide by the Code of Conduct.

- A capacity building and desire to pass on skills and information, a confident communicator, and willing to work collaboratively and respectfully with diocesan staff, the community, and partners.
- Strong interpersonal skills and the ability to build mentoring relationships with staff and strong relationships with partners. Negotiation skills, diplomacy, and analytical thinking.
- Demonstrated experience of integrating gender and diversity issues into WASH programming. Must have a good understanding of the WASH needs of vulnerable communities and of appropriate ways of tackling them. Must be aware of and sensitive to the particular needs of women in each context. This includes sensitivity to cultural differences and the ability to work in a wide variety of cultural contexts.

Technical requirements-

Expert knowledge of components as below:

1. WASH Program Design and project management
2. Technical Capacity development skill in the thematic area of WASH
3. Knowledge management
4. Monitoring and evaluation, Learning and Accountability

In-depth knowledge of components below:

- Human rights and WASH
- Gender Equality and Social Inclusion and Protection Mainstreaming
- Humanitarian WASH – coordination of the response
- Humanitarian WASH – Preparedness, response and recovery

APPLICATION PROCESS:

If you are interested in applying for the post of **WASH Technical Specialist** (KMSS National Office), submit your application letter including:

1. Cover Letter,
2. Updated Curriculum Vitae with two referees

To the email: hr@kmss.org.mm and titled “**WASH Technical Specialist**”

The application deadline is 29 April 2025!!!

Only Short-listed candidates will be contacted.

KMSS is an equal-opportunity employer Organization. KMSS is committed to Child Protection and protection from sexual exploitation and abuse, the applicants are advised that appointment will be subject to appropriate background checks and screening.