Vacancy announcement

<table>
<thead>
<tr>
<th>Position</th>
<th>Starting date</th>
<th>Location</th>
<th>Type of contract</th>
<th>Security Risk Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>WASH Technical Coordinator</td>
<td>ASAP</td>
<td>Kabul, Afghanistan</td>
<td>Fixed contract</td>
<td>Very Risky (4/4)</td>
</tr>
<tr>
<td>Contract duration</td>
<td>12 months</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**About ACTED**

Since 1993, as an international non-governmental organization, ACTED has been committed to immediate humanitarian relief to support those in urgent need and protect people’s dignity, while co-creating longer term opportunities for sustainable growth and fulfilling people’s potential. ACTED endeavors to respond to humanitarian crises and build resilience; promote inclusive and sustainable growth; co-construct effective governance and support the building of civil society worldwide by investing in people and their potential. We go the last mile: ACTED’s mission is to save lives and support people in meeting their needs in hard to reach areas. With a team of 4,800 national staff 450 international staff, ACTED is active in 38 countries and implements more than 505 projects a year reaching over 20 million beneficiaries. More on www.acted.org

**Position context and key challenges**

In Afghanistan, ACTED’s strategy combines emergency aid and development programming aiming at providing holistic assistance and at addressing the various challenges faced by the country, with the overall goal of alleviating poverty and building resilience. For 23 years, ACTED has remained committed to supporting Afghans through diverse programming such as good governance, building the capacity of civil society, rural development, and emergency humanitarian response. ACTED continues to strengthen stock piling, contingency planning and preparedness, in order to provide timely assistance for those affected by natural or man-made disasters.

**Providing emergency and recovery assistance for communities hit by conflict and natural disasters**

Natural disasters affect approximately 250,000 Afghans each year. In addition, the past years have seen an influx in military operations and offensives lead by armed opposition groups, resulting in the displacement of 197,000 individuals in 2015. ACTED responds to emergency needs by providing conflict and natural disasters-affected populations with emergency assistance in the forms of food and non-food items, vouchers or cash distribution. ACTED’s interventions also aimed at supporting recovery, through participatory approaches to building back shelters and water infrastructure damaged by natural disasters, as well as disaster risk reduction through training.

**Supporting the development of economic, education and livelihood opportunities for marginalised populations**

To support marginalized groups such as farmers, youth, and women, ACTED works with cooperatives and farmers to enhance governance, production, access to agricultural inputs and training in order to support the development of sustainable livelihood opportunities in rural areas. Vocational training, literacy classes, and support to small business development are also provided to hundreds of women and youth, and Self Help Groups every year, providing over women with safe and supportive space to develop business activities. ACTED is supporting education through the construction of Youth Development Centres, and formal and informal education opportunities to approximately 14,000 girls.

**Investing in governance and local civil society to improve service delivery and inclusive development**

ACTED vision for development is of an inclusive, vibrant civil society, and accountable government. Focus in Afghanistan is placed on empowering youth and women, through providing training on human rights, promoting volunteerism, facilitating sports and cultural events and the creation of grass-root organisations such as youth councils, aligned with government strategies and development plans. ACTED is a major facilitating partner of the National Solidarity Program, the flagship program of Afghanistan, that supports governance at the village level, and has established and empowered close to 3,000 Community Development Councils across the country. ACTED also works closely with local civil society organisations, building their capacity and developing joint projects to reach vulnerable communities.

In 2019, ACTED Afghanistan developed further its programming to respond to both emergency and development needs across the country.

In particular, across the north and east of Afghanistan, ACTED continued to build on its access and presence at the closest of communities, built over decades, to implement a wide range of programmes to address the acute emergency needs of vulnerable conflict and disaster-affected and displaced households: food security, livelihoods, shelter and non-food items, water and sanitation infrastructure, hygiene promotion, education, and multi-purpose cash assistance have been provided to over 4.5 million beneficiaries. ACTED also continued to support communities with longer-term recovery and development efforts, through strengthening local governance, the construction of local infrastructure, vocational training, and agricultural, livelihoods and market support, including through its flagship AGORA programme.

**Key roles and responsibilities**
1. External Positioning

**External Relations**
- Act as key ACTED representative on WASH
- Ensure external representation of ACTED in WASH sector, vis-à-vis country and local authorities, other project stakeholders, donors and partners
- Participate in and report (internally) on WASH technical and sectoral meetings, clusters and working groups involving all relevant stakeholders such as donors, NGOs, UN Agencies, inter-governmental institutions
- Ensure effective coordination and collaboration with key stakeholders and partners, i.e. NGOs, civil society organizations, community groups, and government counterparts who are working on WASH
- Identify opportunities to collaborate and coordinate efforts with other organizations to ensure our activities build upon – rather than replicate – the work of others.

**Project Development**
- Collect and analyse primary and secondary data related to the WASH sector
- Analyse the activities in the WASH sector and relevant stakeholders
- Identify the needs of the most vulnerable populations through regular visits and literature review, and through the design and implementation of relevant needs assessments in close collaboration with AMEU
- Lead WASH project conceptualization workshops
- Provide technical inputs into proposal design and ensure new or adapted projects for the WASH sector focus on maximizing efficiencies, impact and integrated approaches

2. Internal WASH Technical Support and Coordination

**Coordination**
- Support the development and maintenance of a coherent WASH strategy across ACTED’s areas of intervention in Syria
- Promote harmonization of approaches and methodologies across the different WASH projects by developing and monitoring use of common tools, as well as creating opportunities for experience sharing and learning
- Brief Project Managers about main WASH issues, and updating them on a regular basis.
- Organize internal WASH meetings on a monthly basis.

**Technical Leadership**
- Define WASH project implementation modalities and methodologies (including, but not limited to technical specifications, identification and registration of beneficiaries, distribution and sensitization)
- Lead the development of all technical tools related to WASH projects (ToRs for consultants and evaluators, ad hoc reports, capitalization reports…);
- Analyse the appropriateness, adequacy and potential impact of all interventions in the WASH sector based on known contexts and needs
- Provide technical support to the Project Managers and other staff to implement the ACTED WASH projects to a high quality standard;
- Liaise with WASH technical staff on a regular basis to ensure technical assistance is provided to projects when needed
- Disseminate tools, research, best practices and lessons learned internally and externally through publications, networks, working groups, events, and conferences.

**Staff Capacity Building**
- Participate in the recruitment and training of WASH sector staff members
- In coordination with Project Managers identify individual training needs and ensure access to training and professional development opportunities appropriate to the skill gaps and needs
- Provide training to projects teams on ACTED activities and WASH best practices
- Develop training material for different trainings to share within the WASH project teams
- Develop capacity-building programmes for local actors (including partner NGOs and relevant local services providers) on WASH

---

**Required qualifications and technical competencies**
- Degree in relevant field of expertise
- At least 5 years of experience in project implementation on the field, preferably in an international context;
- Being a strong team player;
- Familiarity with the aid system, and ability to understand donor and governmental requirement;
- Excellent communication and drafting skills;
- Ability to coordinate and manage staff and project activities;
- Proven ability to work creatively and independently both in the field and in the office;
• Ability to organize and plan effectively;
• Ability to work with culturally diverse groups of people;
• Ability to travel and work in difficult conditions and under pressure;
• Fluent English skills required;
• Knowledge of local language and/or regional experience is an asset.

**Conditions**

- Salary defined by the ACTED salary grid depending on education level, expertise, security level and experience
- Living allowance of 300 USD
- Lodging and food provided in the ACTED Guesthouse / or housing allowance (depending on the contract length and country of assignement)
- Flight tickets in and out + Visa taken in charge by ACTED
- Provision of medical and repatriation insurances

**How to Apply**

Please send your application including cover letter and CV to jobs@acted.org under Ref: WASH TC/AFG