

## Vacancy announcement

<b>Position</b>	<b>WASH Technical Coordinator for our mission “Whole of Syria”</b>	<b>Starting date</b>	June 2021
<b>Location</b>	Amman, Jordan	<b>Type of contract</b>	Fixed contract
<b>Contract duration</b>	12 months renewable	<b>Security Risk Level</b>	Sensitive (2/4)

### 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 4,300 national staff 300 international staff, ACTED is active in 35 countries and implements more than 450 projects a year reaching over 11 million beneficiaries. More on [www.acted.org](http://www.acted.org)

### Country Profile

Number of projects	25
Number of areas	3
Number of national staff	606
Annual budget (EUR)	€ 53,245,214
Number of international staff	55

### Position context and key challenges

In 2019, 12 million people in Syria were in need of humanitarian assistance, including internally displaced people, host community members and returnees. Among these, 6.2 million are in acute need of water, hygiene and sanitation assistance, 4.7 million people in need of shelter support and 6.5 million face food insecurity. Active armed conflict displaced 1.6 million people in 2019 alone, including in the northwest of Syria (1 million IDPs concentrated in Idleb) and in the northeast (170 000 IDPs). Overall in 2019, Syria hosted 6.2 million IDPs, 850,000 of whom were settled in last resort sites (i.e. formal and informal camps) and therefore entirely reliant on humanitarian assistance.

In 2019, ACTED continued to deliver multisectoral emergency assistance to conflict affected communities, while supporting their efforts to create opportunities and solutions for recovery. ACTED provided large-scale responses to approximately 3 million people through water, hygiene and sanitation, shelter and non-food items, food security and livelihoods, and camp coordination and camp management (CCCM) interventions.

In-camp, ACTED ensured access to water, sanitation and hygiene for over 364,000 people, and established itself as a key CCCM stakeholder. Out of camp, ACTED supported newly displaced households with emergency food and key non-food items to meet their basic needs.

ACTED also contributed to economic recovery, by supporting livelihoods and providing assistance alongside the agricultural value chain in targeted communities. Through civil society and technical governance mechanisms, ACTED further supported the long-term restoration of services to enhance the resilience of conflict-affected communities.

### 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 assignment)
- 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](mailto:jobs@acted.org) under Ref: **WASH TC/WOS**