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Junior Professional Officer		
WASH Officer		
UNICEF	25 March, 2018	

I General information

Title:	WASH Officer
Sector of Assignment:	WASH Section
Country:	Burkina Faso
Location (City):	Ouagadougou
Agency:	UNICEF
Duration of Assignment:	Initially one year with the possibility to extend up to a maximum total of 3 years
Grade:	P1 step 1 or P2 step 1 in the first year, depending on the level of education and relevant working experience

Note: This post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed exclusively to **NATIONALS OF DEVELOPING COUNTRIES THAT APPEAR ON THE LIST OF THE FOLLOWING COUNTRIES ELIGIBLE FOR THE DUTCH JPO PROGRAMME:**

<http://www.nedworcfoundation.nl/pdf/List%20of%20eligible%20developing%20countries%20-%202015.pdf>

For criteria see the website of Nedworc Foundation:

<http://www.nedworcfoundation.nl/Index.htm?hoofdpath=/NL/JPO/General%20Information.htm&hoofdhash>

Please read the criteria and FAQ section carefully before considering applying

II Duties, responsibilities and Output Expectations

General

The JPO will support the new Country Programme for 2018-2020 as well as the United Nations Development Assistance Framework (UNDAF) and provide valuable support to evidence-generation for UNICEF's WASH programme. Burkina Faso is a key country in the framework of the Sanitation and Water for All Initiative and was elected as a steering committee representative for the Western African countries.

1. Programme/Project Management

Summary of duties and expected output:

- Set up a monitoring and evaluation system for WASH activities to ensure effective programme and project design, implementation, and management
- Draft sound programme budgets including concrete steps to enhance emergency preparedness and response

2. Programme Efficiency and Effectiveness

Summary of duties and expected output:

- Enhance programme efficiency and effectiveness utilizing an evidence based approach and implementation including the monitoring and evaluation of UNICEF inputs, local conditions and resources, flow of supply and non-supply, emergency assistance and WASH programme status.

3. Work Plan and Programme Documentation

Summary of duties and expected output:

- Analyze collected data and information and prepare reports
- Draft changes in WASH work plans with partners and assist in identification of required supplies and equipment
- Draft changes in the Country Programme Recommendation assuring accuracy and consistency with established UNICEF rules, regulations and national, regional and global plans of action

4. Programme Implementation Information and Data

Summary of duties and expected output:

- Ensure the appropriateness of financial, administrative and supply documentation
- Collaborate with Monitoring and Evaluation office on maintaining gender and equity focus in WASH data collection and reporting

5. Knowledge Sharing and Innovation

Summary of duties and expected output:

- Compile WASH programme implementation, preparedness, and training and orientation materials to promote knowledge sharing with counterparts, WASH sectoral stakeholders, donors and media
- Support piloting of innovative solutions within WASH programming and develop the conditions for future scaling up

III Training component: Learning elements and expectations

Upon completion of the assignment the JPO will have/ will be able to: formulate strategies and concepts, analyse information, develop knowledge and expertise, and plan activities and projects by working strategically to realize UNICEF's goals. This includes:

- Budget preparation and project design including emergency preparedness and response
- Programme efficiency and effectiveness
- Effective technical assistance and drafting of Country Programme Recommendation
- Knowledge sharing with counterparts, WASH sectoral stakeholders, donors and media
- Innovative initiatives and scaling up to promote a sustainable mechanism with the government
- Effective communication and networking through partnership and collaboration of the IASC WASH Cluster

The JPO training programme includes the following learning elements:

- Pre-Boarding: UNICEF Context, organizational culture and values;
- On Boarding: Build and expand core knowledge of UNICEF's functional context; Human Resources /Ethics;
- JPO Orientation Programme – Designed towards development of professional skills and personal insights into performance and collaboration and create and understanding of how the organization functions and carries out its missions around the world;
- E-learning opportunities in performance management: create the conditions for high performance and development;
- E-learning opportunities on basic UNICEF programme & operational Strategies: assimilate UNICEF's approaches to programming and operations; thematic programme areas; as well as cross-cutting function areas;
- JPO Coaching & Mentoring Programme – driven by individual needs and targeted towards insights into organizational culture and targeted training opportunities and support.

- The JPO position includes a Duty travel and training allowance (DTTA) of \$4000 per year which may be used for learning activities related to the assignment and career development.

IV Supervision

Title of supervisor: Chief of Child Protection

Content and methodology of supervision

The supervisor will provide support and guidance to the JPO's professional development and compliance with the Terms of Reference and timely delivery of the expected outputs/results.

UNICEF uses Achieve (an electronic performance appraisal system) that enables staff and supervisors to set up, monitor, and evaluate their annual work plan. Work outputs and development goals are discussed and rated by supervisor and supervisee.

There are 3 phases of the annual Achieve Cycle:

Phase 1: **Performance planning** – this is a joint exercise between the staff member and supervisor aimed at creating work plan deliverables

Phase 2: **Performance progress** – an open time during the year between Performance Planning and Performance Assessment when staff members track and update their work plan deliverables

Phase 3: **Performance assessment** - this involves reviewing and qualitatively assessing the staff member's performance against agreed work plan deliverables and core competencies.

In addition, year-end JPO monitoring reports will be completed as required by the Government of The Netherlands.

V Required Qualifications and Experience

Education:

Master degree or equivalent in Development Studies, Political Science, Social Science, or a field relevant to international WASH related development assistance is required.

A first-level university degree (Bachelor's degree or equivalent) in combination with qualifying experience (at least 3 years of relevant working experience) may be accepted in lieu of an advanced university degree

Additional training in Health Education or Communication for Development is an asset.

Part of the candidates' academic training (either BA or MA) must have taken place in a developing country that appears on the following list of eligible countries of the Dutch JPO Programme.

<http://www.nedworcfoundation.nl/pdf/List%20of%20eligible%20developing%20countries%20-%202015.pdf>

Working experience:

A minimum of 2 years to maximal 4 years relevant working experience, including internships and voluntary work experience in social development planning and management in child protection and/or other related areas at the international level and/or in a developing country is required.

Relevant work experience in child protection and related areas, programme/project development and management in a UN System agency or organization is an asset.

Languages : Fluency in English and French is required. Knowledge of another official UN language or a local language is an asset.

Key competencies

- Formulating Strategies and Concepts
- Analysing
- Applying Technical Expertise
- Learning and Researching

- Planning and Organizing

VI Background information on Agency/Department/Section

UNICEF Burkina Faso assists the Government of Burkina Faso through major programme components including Water and Environment Sanitation (WASH). Within the current Country Programme, Burkina Faso contributes to the national goals for increasing the effective coverage of drinking water and access to sustainable hygiene and sanitation in communities, health facilities, and schools. UNICEF supports the government in implementation of the WASH sectorial reform of coordination and capacity building to increase access to quality water, sanitation, and hygiene among children and families, especially in the most marginalized communities.

VII Information on living conditions at Duty Station

Security: The situation is relatively calm but fragile and unpredictable. Major safety concerns are the insecurity in the Sahel region that tends to spread to the northern regions and Boucle du Mouhoun and the social grumble with sit-ins and strikes including those of 2017 broke all records. The United Nations System has not been affected for the moment and is not directly threatened in Burkina Faso. It can be a collateral victim in the event of a major incident outbreak in the following categories of threats: Armed conflict, Terrorism, Armed conflict, Social problems. The Sahel region is at security level 3 (Substantial) and the Rest of Burkina Faso is at level 2 (Low). The United Nations has an Integrated Security System in place and takes all the measures necessary to ensure its personnel are safe. The environment is generally safe but staff must always be cautious and vigilant.

Availability of housing: Given the prevailing security situation in the country, all UNICEF staff must reside in MOSS-compliant accommodation in the UNDSS-authorized. There is a good supply of MOSS-compliant housing and accommodation in the city.

Availability of medical services: Ouagadougou has a range of medical services and hospitals in the city which are deemed to be quite good. United Nations personnel have access to United Nations dispensary services during the work schedule in cases of emergency and for preventive and curative care. Private clinics are also easily accessible.

Availability of schooling: There is a good supply of international schools in Ouagadougou at both primary and secondary level. Crèche facilities are also available for very young children. There are schools offering, French and American education programmes in the city.

Working opportunities/restrictions for partners: With the current socio-economic context, employment opportunities for spouses are limited.

VIII How to apply

Please apply to this post via UNICEF e-Recruitment portal through the link below by 03/25/2018. All applications should include a CV and Letter of Motivation.

<https://www.unicef.org/about/employ/?job=511342>

To learn more about the JPO Programme, please visit the following link:

https://www.unicef.org/about/employ/index_jpp.html

Applicants will receive acknowledgement of receipt of their submission. Only shortlisted candidates will be contacted.