

Global Water Partnership (GWP) Programme Officer

JOB TITLE:	Programme Officer
REPORTS TO:	Head of Network Operations
UNIT MEMBERS:	Network Operations Unit
DURATION:	3 years with possible renewal, based in Stockholm, Sweden
SALARY CATEGORY:	Salary level B

ABOUT GWP

The Global Water Partnership (GWP) is an intergovernmental organisation established in 1996 to support countries in their efforts to implement a more equitable and sustainable management of their water resources. The network spans 13 regions with more than 3,000 institutional Partners in 158 countries. The global secretariat is in Stockholm, Sweden. More information: www.gwp.org

PURPOSE OF THE POSITION

The Programme Officer will work in the Network Operations Unit at the GWP global Secretariat supporting GWP's overall programme, with specific responsibility for the coordination of GWP's contribution to SDG achievement as well as supporting the resource mobilisation activities of GWPO. Reporting to the Head of Network Operations and working closely with the Resource Mobilisation and Partnership Manager, the position will be responsible for information collection, analysis of data, supporting programme proposal development and programme management of projects being implemented at the global level.

MAIN RESPONSIBILITIES AND TASKS

Programme Management

- Support GWP's overall contribution to SDG achievement
 - Support to GWP's engagement with global level SDG processes such as support to UN organisations in the monitoring of relevant SDG indicators, in particular indicator 6.5.1: "Degree of implementation of integrated water resources management".
 - Supporting the development, strengthening and maintenance of effective working relationships and synergies with co-operating allies at the global level
 - Support the maintenance and promotion of the links between different aspects of the GWP work programme in relation to overall SDG contribution. It may involve support to programme/project development in the SDG area.

- Support the GWPs work on water governance including strengthening partnerships with relevant organisations, such as OECD, Water Integrity Network and Transparency International.
- Support to GWP's thematic areas
 - Support to the ongoing work of the Network Operations Unit in the thematic areas of the current strategy, in particular Transboundary Waters. It may involve background research, support to programme/project development and management.
- Support Project management of the SDG-PF
 - Support the implementation of 20-25 national level projects to be implemented by GWP CWPs across the 13 GWP regions
 - Administrative management of the SDG-PF including financial oversight, documentation and archiving, and on-going review of progress of activities against plans.
 - Compilation of the SDG-PF projects and results to a wider audience

Resource Mobilisation

- Identify and support the development of GWP's engagement with global- or regional- partnerships and funding oriented platforms in support of the water, climate and 2030 agendas
- Identify and support the prioritisation of key donors and prospects, strategically aligned with GWP's vision.
- Actively support the development of a SDG-PF proposal at a global level and its dissemination towards a qualified list of priority prospective donors.
- Contribute to a close coordination and synergetic collaboration between Network Operations and Resource Mobilization.

KEY REQUIREMENTS

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- At least 3 years' experience in project management of development cooperation programmes, specific experience of fundraising an advantage.
- Knowledgeable on the 2030 Development Agenda and on the concept of integrated water resources management; knowledge of GWP operations is an advantage
- Relevant university degree(s) e.g. in political science/natural science
- Excellent written and oral communication skills. Fluency in English is a requirement, other languages, particularly French and Spanish, are an advantage.
- Ability to coordinate and manage multiple tasks with excellent project management skills.
- Pro-active, solutions- and service-oriented work style, with excellent interpersonal skills, able to work effectively and harmoniously at all levels.
- Experience in a multicultural environment.
- Proven ability to work as part of a team.
- Computer skills, including internet navigation, experience with the Microsoft Suite of programs, and an ability to acquire web editing skills, use of spreadsheets.

The closing date for applications is **11th October 2016**. Please email your CV and a cover letter, in English, to vacancies@gwp.org and specify how you learnt about the position.

Please note that due to limited resources, we will only respond to candidates who will be called for interviews. If you have not received a response within two months of the deadline, you can assume you have not proceeded further in the selection process.