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| <b>JOB TITLE:</b><br><b>WASH Technical Advisor - Syria</b>   |                              |
| <b>International Division, Humanitarian Department</b>   | <b>JOB FAMILY: Programme</b> |
| <b>LOCATION:</b> Damascus, Syria.  |                              |
| <b>SALARY:</b> As per Salary Scale   | <b>LEVEL: C1</b>             |
| <p><b>OXFAM PURPOSE:</b> To work with others to overcome poverty and suffering</p> <p><b>JOB PURPOSE:</b> To provide strategic and technical support in the design, implementation and monitoring of Oxfam’s WASH programme in Syria. This will involve contextual analysis, WASH sector assessments, planning, internal and external coordination/representation, supporting the implementation/follow-up of Oxfam’s WASH programme in Syria, and integrating WASH into multi-sectoral programming. The role will influence strategic decision-making within the WASH programme in line with the Oxfam’s overall strategy for Syria.</p>  |                              |
| <p><b>REPORTING LINES:</b></p> <p><b>Post holder reports to:</b> Syria Humanitarian Programme Manager.</p> <p><b>Staff reporting to this post:</b> No direct line reports. Provides technical support through matrix management to the WASH Manager, PHE &amp; PHP Technical Team Leaders and the wider WASH team.</p>   |                              |
| <b>BUDGET RESPONSIBILITY:</b> N/A  |                              |
| <p><b>DIMENSIONS:</b></p> <ul style="list-style-type: none"> <li>• Manages processes (sometimes separate projects) relating to policy and practice development within the team/country.</li> <li>• Works to set team priorities within the context of the departmental/country strategy and operational plan.</li> <li>• Advises senior management &amp; technical teams on specific programme contexts &amp; components.</li> <li>• Judges the credibility and accuracy of information coming from the field, external coordination and other relevant sources.</li> <li>• Diverse and complex context analysis at micro and macro level with the ability to communicate complex matters to a diverse audience.</li> <li>• Problems faced are diverse - relating to management of people, budgets and processes (which can relate to issues within own technical specialism).</li> <li>• Problem solving complexity includes people management and strategic management related to team specialism.</li> <li>• Impacts directly on programme quality and contributes to the achievement of Oxfam's strategic objectives.</li> <li>• Liaises with Oxfam’s Technical Advisors at regional and global level.</li> <li>• Representation and networking with external actors’, including Government Ministries, UN, INGOs and partners as and when necessary to fulfil the technical support function.</li> <li>• Impact and influence will be within their own team but will also include other parts of their programme and the external public.</li> <li>• To play active role in lobby and advocacy on issues related to programmes through personal contacts and co-ordination of allies.</li> <li>• Perform other tasks/responsibilities as maybe necessary or required by the organization to achieved Oxfam’s goals and objectives.</li> </ul> |                              |

## **KEY RESPONSIBILITIES:**

### **Strategic technical advice and support for programme design and implementation**

- In close coordination with other technical sectors, provide technical support to the WASH team to enhance a solid and systematic contextual understanding of programmatic areas, people's needs and capacity as well as power dynamics. This will require inputting in the triangulation and analysis of information from a variety of sources.
- In close coordination with other programme teams and based on assessment and contextual analysis develop context appropriate detailed operational plans and budgets for the delivery of humanitarian assistance.
- Provide technical inputs in project and proposal development, and provide support, where required, to write donor and programme reports.
- Work closely with other programme teams, especially the MEAL team, to enhance social accountability and ensure ongoing monitoring of Oxfam's programme activities, in both accessible and inaccessible areas.
- Provide strategic and technical advice to develop creative solutions to the delivery and monitoring of WASH services, in both accessible and inaccessible areas.

### **Capacity building:**

- Work closely with WASH manager to identify capacity building needs for WASH team members and develop context appropriate initiatives for individuals and teams using a variety of approaches.
- Support technical capacity building assessment, planning and initiatives of relevant stakeholders (LNGOs, MoWR, etc.)
- Support on identifying WASH-related capacity building opportunities for Oxfam staff and local partner organisations; support the development and implementation of capacity building plans and design and deliver training as appropriate. This includes identifying staff secondments and team/ partner participation in global/regional learning events.
- Take the initiative in documenting lessons learned, best practices and case studies to shape in-country strategies and programme approaches, and contribute to broader sector learning.

### **Contribute to programme quality standards**

- Ensure that the programme is inclusive of marginalised and vulnerable individuals and communities that it promotes the full and equal participation of women and that accountability to affected communities is central to the ways of working.
- Provide technical support for the implementation of WASH activities in Syria – including ensuring coherence, standardized approaches, programme quality, and integration with other sectors across the WASH programme as a whole. This also includes providing support on ensuring Oxfam and sector minimal standards are met.
- Support the WASH team in risk analysis and mitigation activities prior to programme implementation, and provide strategic steer on amending activities and approaches where necessary.
- Support programme and project teams in developing and applying appropriate monitoring, verification, evaluation and learning (MEAL) tools in relation to Oxfam's WASH work in Syria.
- Actively support programme and project teams in mainstreaming gender and protection where feasible throughout Oxfam Syria's WASH work.
- In close coordination with other sector leads and technical teams ensure that Oxfam's humanitarian programme is sensitive to the context but addresses the need of most vulnerable and remains impartial.

- Provide technical support in the development and implementation of national programme evaluations, learning events and specific programme related research activities.
- Be familiar with and abide by Oxfam's Code of Conduct and other regulatory codes such as the Red Cross Code of Conduct, Partners in Aid Code, Oxfam International Protocols and the Inter-Agency Field Co-operation Protocol.

#### **Coordination and representation**

- Promote and support effective integration within the WASH Team between PHEs and PHPs, and contribute to mechanisms for coordination with gender, protection and EFSVL teams as appropriate.
- Represent Oxfam externally in relevant UN/(I)NGO or Government fora; develop alliances with organisations and other relevant stakeholders working in WASH with a view to enhancing coordination.
- Actively support advocacy and campaigning on WASH issues including: analysis, surveys, assessments and support to development of policy products as required.
- Provide strategic and technical input in sector specific coordination mechanisms and contribute to effective relationships with relevant stakeholders (MoWR, MoSA, MoLA , INOGs and LNGOs).

#### **SKILLS AND COMPETENCIES**

- Graduate qualification in either one of the following: environmental, public or preventive health, community development, water or sanitation engineering.
- Substantial and proven experience of humanitarian WASH programming and an understanding of relevant issues, particularly in the Middle East.
- A proven ability to provide strategic leadership.
- Strong analytical and planning skills, including critical thinking beyond the programmatic but within the regional context.
- Strong coordination skills including the experience in representation with Government and other external actors, in a sensitive political environment. Diplomacy, tact and negotiating skills are essential.
- Ability to work effectively under stress in emergency situations, in a leadership role and/or as part of a team.
- Strong communication and interpersonal skills with sensitivity to cultural differences and the ability to work in a variety of cultural contexts and communicate with a diverse range of people.
- Sound understanding of the importance of gender and participation in programme and the ability to provide strategic and technical support to ensure that Oxfam's humanitarian programme is sensitive to the needs of conflict affected populations.
- Committed to humanitarian principles and quality standards for humanitarian response.
- Experience and ability to work and travel in often insecure environments.
- Good written and spoken English is essential. A good working knowledge of Arabic would be desirable.

#### **Desirable**

- Experience of having worked in conflict settings with remote access / limited access is an advantage.