



## Wash Advisor (Water, Sanitation & Hygiene)

Candidate Information Pack

November 2022

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## Introduction



This is an exciting time to join UK-Med. We have expanded significantly over the last few years and have an ambitious strategy in place for growth.

The world is experiencing an unprecedented level of humanitarian need. Natural disasters, disease outbreaks and conflict can hit at any time. The people affected are often the poorest and most vulnerable and the health problems they experience post-disaster are long-lasting. We believe that they deserve the highest quality emergency medical aid. We seek to save lives, but also to build resilient health systems so that people can lead healthy lives in the future.

At UK-Med, we work together to:

- **Respond** rapidly to emergencies, delivering the expertise needed to support local health services and save people's lives.
- **Prepare** health staff through training and capacity building, enabling health services to be better prepared for emergencies.
- **Learn** and share learning worldwide through our academic partners, ensuring patients get the best care.

This is a pivotal time in our history to join UK-Med. At the end of February 2022, we received the first of many calls asking for help with the crisis in Ukraine. We now have programmes across Ukraine including surgical support, health clinics, and emergency preparedness training. More than 10,000 people have already received direct support or training from UK-Med as a result.

In June 2022, we were awarded EMT (Emergency Medical Team) status by the World Health Organization. A month later, we were formally appointed to provide EMT services for the UK government. As such we are at the front line of the Foreign, Commonwealth and Development Office's response to humanitarian crisis and can also respond to any crisis, anywhere in the world, under our own banner.

We are very excited about our plans and hope you will join us on this extraordinary journey.

David Wightwick

**UK-Med Chief Executive Officer**

## Advert

Role:	Wash Advisor (Water, Sanitation & Hygiene)
Salary:	£35,000 – £40,000 gross annual
Hours:	Full-time
Duration:	Permanent contract
Location:	UK based - Remote
Travel:	Frequent travel both within UK and overseas, and including weekend working and overnight stays

### **Are you an experienced WASH professional looking for a diverse and exciting role?**

UK-Med is a frontline medical aid charity. Born of the NHS, we've been working for over 30 years towards a world where everyone has the healthcare they need when crises or disasters hit.

As our WASH Advisor, you will ensure that all aspects of humanitarian WASH are incorporated across all stages of our programming.

You will have a proven track record in humanitarian WASH in emergency responses, including disaster and/or outbreak responses, and particularly focused on WASH in existing or temporary health facilities. Experience in the assessment and implementation of Infection Prevention and Control measures (IPC) would be advantageous.

We offer a competitive salary and benefits along with a friendly working environment and the opportunity to make a real difference through humanitarian work.

UK-Med is a growing and developing organisation with a committed team of staff, volunteers and members. This role is a truly exciting opportunity to help develop our people services to meet the challenges and opportunities our growth present.

## How to apply

To apply, please submit a **current CV** and a **supporting letter (2 pages)** through our [online jobs portal](#). Your covering letter must include a **detailed** explanation of your suitability for this post with **specific reference to the criteria** in the person specification

Applications must be submitted no later than **30<sup>th</sup> December 2022**

*Applications for work in the UK can only be accepted from people with an existing right to work in the UK.*

*UK-Med is committed to safeguarding of our personnel and beneficiaries and has a zero tolerance approach to sexual exploitation and abuse. We conduct thorough vetting before any appointment is confirmed.*

*UK-Med is committed to the principles of diversity, equality, and inclusion. We strive to provide an inclusive and supportive environment where employees feel respected and supported to be able to fulfil their potential.*

## About UK-Med

### UK-Med ([www.uk-med.org](http://www.uk-med.org))

We're a charity and our medical teams respond to disasters around the world. We work with local emergency teams to build their resilience to future threats.

UK-Med has been responding to emergencies since 1988, when a team of eight Manchester clinicians led by our founder Prof. Tony Redmond, went to Armenia in aid of those who had been hit by a devastating earthquake. When Ebola hit West Africa in 2014, killing over 11,000 people, we recruited, trained and sent 150 NHS clinicians to work in treatment centres alongside local health workers to help bring the outbreak under control.

We have deployed clinicians following numerous large-scale natural and manmade disasters, treating patients in emergencies in Armenia, Iran, China, Haiti, Nepal, Cape Verde Islands, Sierra Leone, Bangladesh, the Philippines, Gaza, Samoa, the Kurdish refugee crisis and the Siege of Sarajevo. We have delivered training to thousands of healthcare workers in local and regional medical teams in Sierra Leone, South Sudan, China, Malawi, Myanmar, Armenia and Uganda.

Our core staff team of around 30 provides programme management and technical health expertise, logistics, fundraising and communications, finance, HR and administrative support. Our humanitarian responses are staffed by our membership - a combination of volunteers seconded from NHS employers and experienced NGO workers hired on a contingent basis for specific responses. Currently we have a membership of around 1000 people (mostly healthcare professionals and experienced NGO support staff) who have been through selection procedures, vetting and induction/training.

### The UK EMT

We are a partner in the UK Emergency Medical Team (UK EMT), the front line of the UK government's response to a humanitarian crisis overseas, funded by the Foreign, Commonwealth and Development Office (FCDO).

We prepare rapid deployment teams ready to respond to various health emergencies anywhere in the world within twenty-four hours. We can respond following earthquakes, cyclones, hurricanes, disease outbreaks or to other humanitarian contexts. Depending on the needs, we might deploy individual personnel, small clinical or advisory teams or full self-sufficient treatment centres.

The EMT network is driven by the World Health Organisation (WHO) and ensures that teams that respond following disasters are well trained, self-sufficient and have the skills and equipment to respond effectively rather than imposing a burden on the national system.

## UK-Med Vision, Mission and Values

### Our Vision

A world where everyone has the healthcare they need when crises or disasters hit.

### Our Mission

We save lives in emergencies.

When health services are overwhelmed, we get expert health staff to where they're needed fast.

We help communities prepare for future crises.

### We Value:

#### **Excellence**

We set high standards for ourselves and the organisation. We strive to be outstanding in everything we do.

#### **Determination**

We have a can-do attitude and thrive on problem solving. No matter what the challenge, we explore all options so if there's a way, we'll find it. We don't give up easily.

#### **Compassion**

We care about people. The health and wellbeing of our patients and our people is central to everything we do.

#### **Learning**

We believe in knowledge-sharing and giving people the means to develop their capabilities. We value learning and continual growth.

#### **Collaboration**

Working in partnership with stakeholders, communities and colleagues is key to the success of our work. We respect the skills, knowledge and experience of those we work with and take care to listen and adapt to change.

## Job Description

<b>Job Title</b>	Wash Advisor
<b>Reports to</b>	Health Director
<b>Duration</b>	Permanent
<b>Hours</b>	Full-time
<b>Place of work</b>	UK Based – Remote with Potential for short-term international deployment.

### Purpose of role

To provide technical, practical and development leadership for all WASH related activities for both UK EMT and UK-Med’s humanitarian programs.

### Key responsibilities

#### Coordination:

1	Act as the organizational focal point for all WASH related planning and activities for both UK-Med and UK EMT
2	Work closely with UK-Med Health technical team, as well as the Operations, Logistics and Training departments to ensure that WASH is fully incorporated into all stages of design, planning and implementation.
3	Attend, and where required, convene technical meetings to ensure cross departmental progress on WASH objectives across all response platforms
4	Where deemed required by technical line management, represent UK-Med at relevant international and/or national WASH technical and coordination platforms
5	Provide regular WASH progress and technical updates to our partners and relevant UK-Med technical teams

#### Technical Lead

6	Lead on continuous improvement and development of WASH related equipment and infrastructure and ways of working across UK-Med and UK EMT to optimise capability and response
7	Support with any reviews and technical requirements of UK-Med and UK EMT modularised WASH and IPC kits.
8	Contribute to the optimization of facility designs and flows from a WASH perspective, in line with responses and defined clinical teams needs
9	Regularly review and maintain UK-Med and UK EMT WASH SOPs and ensure that WASH considerations are included in other clinical SOPs and documents where relevant, to ensure technically sound foundations to our programmes and deployments.
10	Work with other members of the health team in the planning and development of WASH components of IPC systems and SOPs to ensure technically sound foundations to our programmes and deployments.



11	Support the delivery of specialist response capabilities through planning, development and preparation of WASH components, including but not limited to, waste management, health promotion and clean water provision.
12	Provide direction and leadership to relevant warehouse staff, prioritising activities, agreeing workplans, training and development opportunities, while responding to all technical queries to facilitate support and delivery of WASH capability through preparedness, deployment and recovery.
<b>Training, Capacity Building and Programme Development</b>	
13	Coordinate, design and manage appropriate training programme to develop and maintain the required WASH competencies and skills to deliver UK-Med and UK EMT capabilities.
14	Develop and deliver specific WASH training modules for both UK based and international register members as required.
15	Participate in relevant training planning meetings and evaluate WASH related components following their implementation.
<b>Humanitarian Response</b>	
16	Lead and/or advise on WASH needs assessments for responses.
17	Lead and/or advise on practical delivery of WASH in responses, in coordination with appropriate partners and technical teams.
18	Lead and/or advise on practical delivery of WASH components of IPC for responses, in coordination with the health team.
19	Facilitate deployment site assessments, set up of field hospitals (EMTs) or other health facilities with a particular focus on the location and build of WASH functions across the site/facility.
20	Ensure that all deployments have a clear WASH implementation and monitoring plan in place, to cover all aspects of operation and maintenance to ensure consistent delivery of services to required standards/ SOPs.
21	Ensure that safeguarding, protection, dignity, and cultural appropriateness are fully considered in all WASH assessments, implementation, SOPs and designs.
22	Be responsible for water quality testing and monitoring for UK EMT and UK-Med clinical facilities.
23	Lead and/or advise on recruitment and training of WASH support staff within a response, to ensure continuity of operations, maintenance, and quality of services between phases/handovers in a response.
24	Where requested, participate in deployment evaluations and reviews, to ensure accountability and learning from WASH and related activities.
25	Ensure liaison and coordination with other health partners and/or with the WASH cluster as required during a deployment, including representation at coordination meetings, to align activities with Health and WASH sectors.
<b>Organisational Research and Lesson Learning</b>	

26	Ensure timely and accurate reporting and documentation of planned and completed WASH interventions, including reporting to donors and other agencies as and when required.
27	Participate in any operational WASH and related IPC research as agreed upon with organizational focal points
28	Help to identify potential opportunities for UK-Med to participate in WASH related research opportunities and/or funding opportunities to expand our WASH capabilities.
<b>Other Duties</b>	
29	Where required, present to external audiences at conferences, workshops, donor events etc.
30	Contribute to the development of technical proposals and budgets for new programmes of work.
31	Deploy to country programs during emergency responses.
32	Other tasks as might be required and in agreement with technical line management, to ensure effective delivery of UK-Med projects and programmes of work.
<b>Safeguarding</b>	
28	Comply with and uphold UK-Med safeguarding policies (including child protection, prevention of sexual exploitation and abuse, bullying and harassment) and all Codes of Conduct.
29	Report all possible breaches of policy or Codes of Conduct through the appropriate channels in a timely fashion.
<b>General duties</b>	
30	Ensure and promote Equality, Diversity and Inclusion (EDI) in line with UK-Med's EDI Policy.
31	Comply with all financial and procurement policies and procedures, including those relating to anti-bribery, anti-terrorism, and anti-slavery.
32	Support UK-Med's environmental policies and procedures, taking personal responsibility for contributing to reducing negative environmental impacts.
33	Comply with all health and safety policies and procedures.
34	Undertake training and comply with vetting and health requirements (including CRB / police checks, referencing, health screening and vaccination requirements) appropriate to the role as specified by UK-Med.
35	Treat all people including colleagues, patients and other beneficiaries, volunteers, partner staff and the general public with respect and ensure their dignity in interactions with you and UK-Med.
36	Other tasks as might be required to ensure effective delivery of UK-Med / UK EMT deployments, projects and programmes of work.

# Person Specification

## Wash Advisor

<b>Qualifications / Professional Memberships</b>		
1	Degree or equivalent qualification in Environmental Health, Engineering or another relevant field	Essential
2	Further qualification(s) in water or sanitation engineering or equivalent	Desirable
<b>Knowledge, Skills and Experience</b>		
3	Significant (i.e. three or more years) humanitarian WASH (in healthcare settings) experience	Essential
4	Experience of implementing water and sanitation programs in the humanitarian sector.	Essential
5	Experience in hydrology, water quality and testing.	Essential
6	Proven experience of managing and supporting staff	Essential
7	Excellent English Language (both written and oral)	Essential
8	Ability to build successful relationships with a broad range of stakeholders and key partners	Essential
9	Competent computer skills (Windows, Microsoft Office, Spreadsheets, Word Processing, Email) and experience of data management	Essential
10	Experience of providing WASH and related IPC services and technical support to health facilities in humanitarian settings	Essential
11	Experience of providing WASH and related IPC support during an outbreak	Essential
12	Ability to engage with community health systems around WASH systems	Essential
13	Experience of conducting rapid WASH needs assessments	Essential
14	Able to speak French, Spanish or Arabic or any other additional languages to a level deemed sufficient to work effectively in that language	Essential
15	Experience of working across partners in program consortia	Essential
<b>Personal Attributes</b>		
16	Flexible, can-do attitude and good team player.	Essential

17	Approachable and professional, with the ability to build rapport with a wide range of stakeholders to forge excellent working relationships	Essential
18	Energetic and resilient individual who thrives in a fast-paced and rapidly-changing environment	Essential
19	Goal-orientated, with the ability to set clear objectives and plans to achieving them	Essential
20	Commitment to UK-Med's humanitarian mandate and passionate about putting patients at the heart of UK-Med's communications	Essential
21	Able to apply the required technical and professional expertise to the highest standards; promote and share best practice within UK-Med	Essential
22	Willingness to submit to medical and safeguarding checks required to ensure suitability	Essential
23	Willingness to work some weekends and evenings if required	Essential
24	Willingness to deploy with UK-Med overseas as required	Desirable

## Key terms and benefits

<b>Salary:</b>	£35,000 - £40,000 gross annual
<b>Working hours:</b>	You will be required to work the hours as are necessary for the proper discharge of the duties with the notional requirement being 35 hours per working week. Work will normally be undertaken in office hours, Monday to Friday, but weekend and evening working will be required.
<b>Annual Leave:</b>	25 days per year plus 8 public holidays.
<b>Pension:</b>	10% employer contribution, with 5% employee contribution to a specific defined contribution scheme for UK-based staff.
<b>Deployment:</b>	You may be required to travel in support of our international programmes of work. To do so you must be fit to deploy and agree to undertake medical assessments to confirm this fitness.
<b>Safeguarding:</b>	To ensure the suitability for the role's work with both adults and children, an assessment of suitability to work with these groups will be completed which will include a DBS / police check. Suitability for this work is a condition of employment.
<b>Professional requirements:</b>	Membership of professional bodies is not a requirement but may be an advantage
<b>Term of contract:</b>	Permanent

# UK-MED

Building a world  
prepared to help