

	JOB DESCRIPTION	Date of publication	Oct. 2022
		Pages	4

POST HOLDER	
POST TITLE	Water Scarcity Technical Coordinator
Main place of work	Iraq-Erbil but expected regular travel to Baghdad for government coordination as well as to field sites for project monitoring
Direction / Service	Humanitarian Coordination Information Management & Assessments (HCIMA) and Disaster Risk Reduction/water scarcity index (DRR)

Responsible to	Hierarchical: Program Quality and Development Coordinator Functional (technical): WASH Head of Department, WASH Cluster Coordinator (UNICEF-Government)
Organizational context	Coordination
Field of activity	Coordination with Disaster Risk reduction/DRR team, WASH Cluster and Government
Areas of intervention	Based in Erbil but with regular field site visits to Baghdad as well as Ninewa, Duhok and Diyala

Goal	Support the coordination of the WASH Cluster's Water Scarcity Task Force (WSTF) (50%) as well as the quality control, accountability and effectiveness of ACF's community-based drought planning and preparedness (50%)
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**Mission 1: Coordinating activities of the WASH Cluster's Water Scarcity strategy to strengthen humanitarian and development actors' preparedness, planning and response to potential drought incidents across Iraq (Kurdistan and Federal Iraq regions):**

The Water Scarcity technical coordinator is responsible for:

- Providing leadership on water scarcity (WS) related activities including coordinating technical, response and preparedness strategies as well as coordinating the efforts of all the partners and relevant government teams.
- Supporting the WS activity group to restructure the strategy and planning including designing clear TORs, taking into consideration the WASH cluster transition structure and the feedback from 2021 coordination activities.
- Coordinating, providing leadership and technical supervision to "leads" of each of the WS activities teams.
- Working WS group members to identify key information gaps and priority areas for further understanding.
- Preparing agendas for and facilitating the WS activities bi-weekly/monthly meetings and other WS coordination activities.
- Preparing / coordinating any required reporting on WS activities required by the WASH Cluster / humanitarian architecture and/or government
- Supporting WASH partners in the WS groups to design clear action plans for drought preparedness, planning and partner technical support for 2022-2025.
- Developing an open-source resource-sharing platform with key policies, tools and case studies on drought preparedness, planning and resource through secondary data collection (Iraq-specific, regional and global)
- Developing a monitoring framework for WS action plans and monitoring achievements against them
- Share updates on WS group initiatives to the wider WASH Cluster and to government officials
- Monitoring data received through the monitoring work stream and received bilaterally through partners/government authorities to raise "alerts" for potential drought hotspots to the WASH Cluster and to relevant government authorities
- Coordinate advocacy initiatives with other relevant Clusters or coordination fora including NCCI's

- Advocacy Working Group, the WASH Cluster and the Durable Solutions Area-Based Committees.
- Conduct a WASH partner capacity assessment to evaluate current preparedness and response capacity in the event of drought
- Draft and disseminate a gap analysis report highlighting needs and recommendations for WASH cluster and WSTF stakeholders to improve coordinated drought preparedness and response capacity
- Contribute to adapting existing response plans for cholera and COVID-19 to deal with the possible water shortages.
- Lead a desk review of secondary research on other countries' water scarcity prevention and response measures, before drafting a learnings and recommendations briefing for WASH Cluster partners' reference and use.
- Help guides the operationalization of the climate dashboard to highlight key water scarcity issues across Iraq.
- Support the WS activity groups in the development of a WASH Cluster-wide contingency plan, including measurable action items for different scenarios.

## **Mission 2: Support national-level engagement, partnership and advocacy through the WS activity group and as a representative of ACF**

### The Water Scarcity technical coordinator is responsible for

- Building a strong partnership and working relationship with UNICEF and the new government WASH cluster for harmonizing approaches with the vision of the WASH cluster strategy for the year of 2023.
- Support strategic engagement initiatives with partners and stakeholders around these key topics of the DRR and water scarcity.
- Strengthen communication between relevant working groups in the WS activities among member partners and government members.
- Coordinate with the Analyst from the consortium partner to facilitate training with WASH Cluster partners, and DSTWG members together with local authorities in targeted locations (Ninewa, Dohuk and Diyala) on the dashboard as well as its application to preventative and response planning
- Maintaining the profile of both the funding agency and ACF on the project sites
- Collaboration with the WASH Cluster and the government to support the WASH partners in implementing the DSTWG action plans.
- Co-lead the designed training with local water authorities – such as DoW and DoWR – to facilitate stronger linkage between government and inter-agency response, in-building roads for coordination.
- Activating a task force to monitor areas of potential water shortages, map the response capabilities of existing partners, and respond as needed to identified areas impacted by shortages.
- Identifying necessary humanitarian interventions in response to water shortages.
- Support in the identification of key advocacy points to be raised to the Inter-Cluster Coordination Group, the Humanitarian Cluster Team, and/or donors
- Activating effective, coherent, and timely WASH assessments and analyses, involving all relevant partners before, during and after emergencies
- Participation in visits by funding bodies whenever requested by the Country Director or the Field Coordinator.
- Representing ACF and ensuring coordination with partners, the authorities, agencies of the United Nations and NGOs in his/her sector, in collaboration with the Field Coordinator
- Contributing to the process of formalizing ACF's DRR partnerships and enhancing their capabilities (Local NGOs, international NGOs, national authorities, private agencies etc)
- Reinforcing the DRR and water scarcity index capabilities of relevant authorities such as DOW, DOWR, Metrology and DOA.
- Coordination with the ACF DRR PM and Durable Solution Technical Working Groups/DSTWG for exchanging information.
- Provide technical support to member partners on best disaster and drought response practices.

## **Mission 3: Contribute to the quality, accountability and impact of ACF's community-based disaster risk reduction efforts ensuring their accountability to affected population and maximum impact**

### The Water Scarcity technical coordinator is responsible for

- Familiarizing him/herself thoroughly with his/her intervention, the issues involved, the logical framework and indicators; retaining printed copies of all funding agency contractual documents; sharing all such information with his/her teams.
- Setting up of the DRR program(s) taking into account the logical framework of the program(s), the budget, and the logistical and administrative processes of ACF.
- Providing technical support to the DRR PM to roll out activities.
- Support in training the team on the DRR program according to the water scarcity index and project activities.
- Supporting the DRR PM in developing Water Scarcity Standard Operation Procedures/SOPs for dissemination across the WASH Cluster
- Identifying the technical constraints associated with the implementation of the projects
- Proposing innovative technical solutions in response to constraints

- Follow up and learn on implementation of technical recommendations concerning his/her project
- Supporting in development of internal APR monitoring tools for ACF, in coordination with ACF DRR PM and WASH HOD making sure all the actions/challenges lesson learns reported.
- Familiarizing him/herself with ACF's water scarcity index prediction module and providing any technical recommendations to improve its functionality/application
- Ensure that DRR responses are in line with existing policies, and technical and humanitarian standards, including SPHERE and relevant Government human rights legal obligations.
- Coordination of activities with other sectors and departments of ACF, as well as consortium partners, in order to ensure rational use of resources and optimum integration
- Technical support to the DRR PM for analyzing the DRR action plans and hazard mapping.
- Promoting and taking part in the evaluation of the impact of his/her project (external assessment)
- Promoting and contributing to learning and improvement of quality (internal evaluation and joint visits)
- Implementing complaints procedures for ethical and transparency reasons, particularly in respect of the beneficiary populations
- Ensuring that relevant project monitoring and evaluation systems are put in place.

#### **Mission 4: Support ACF's DRR and drought response/planning learnings capitalization**

The Water Scarcity technical coordinator is responsible for

- Design and implement a training and simulation program to better prepare WASH Cluster partners to lead water scarcity preparedness and response.
- Disseminate the DRR project activity results at the national level, specifically including with the WS activity groups and DSTWG to update strategy, policies and preparedness plans.
- Guide the DRR project team in basic protocols and water scarcity response action plans, including community feedback mechanisms to raise alarms about on potential drought, communication trees (who to call or inform), advocacy messages (what information to share to support response) and mapping of potential localized responses (behaviour change campaigns, facility usage/regulation plans).
- Drafting policy papers to guide the Durable Solutions Technical Working Group's (DSTWG) Monitoring and Analysis (M&A) work stream, taking into consideration to consult these policies at the government level to be adapted with the existing policies if any.
- Capitalization of program-related data and documentation of the innovations achieved
- Dissemination of the technical and operational expertise acquired in the course of the program
- Contributing to the upward transmission of data from the ground the better to inform ACF communication.

Relationships and their purpose	Internal	<ul style="list-style-type: none"> <li>➤ Program Quality and Development Coordinator: hierarchical and managerial relationship</li> <li>➤ WASH HOD: technical relationship</li> <li>➤ DRR team in the field of intervention: technical support</li> <li>➤ Other Program Managers (MHPSS/ FSL/WASH) at the level of the base: collaboration (integrated approach) and information exchange</li> <li>➤ Support departments at the level of the base : collaboration and exchange of information</li> </ul>
	External	<ul style="list-style-type: none"> <li>➤ WASH Cluster Coordinator</li> <li>➤ Local authorities: communication, exchange of information in collaboration with the Field Coordinator.</li> <li>➤ DSTWG.</li> <li>➤ Other relevant clusters.</li> <li>➤ Local Technical Coordination : lobbying, animation et leadership</li> <li>➤ Consortium partners: Coordination and technical exchanges</li> <li>➤ Other NGOs : partnerships and technical exchanges or sharing of experience</li> <li>➤ Population and beneficiaries : definition of needs, targeting, communication and exchange of information</li> </ul>

Requirement / profile	Education	<ul style="list-style-type: none"> <li>➤ University Degree (preference for a Master's Degree level) qualification desirably in subjects/areas of WASH (e.g. Water management, hydrology, hydrogeology) OR a related social science such as public health; education is an important aspect of the position as the candidate will need enough technical competency to speak with authority on water scarcity issues. However, experience in water scarcity and/or WASH coordination will be prioritized over educational background.</li> <li>➤ Additional relevant post-graduate courses that complement/supplement the main degree are preferred</li> </ul>
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	Experience	<ul style="list-style-type: none"> <li>➤ 5 or more years' experience working in the humanitarian, development or peacebuilding sectors, with NGOs or UN</li> <li>➤ Previous experience planning, responding to and/or coordinating drought, water scarcity or flooding responses</li> <li>➤ Strong communication and coordination capacity – ability to convene a diversity of partners and engage them in meaningful planning exercises</li> <li>➤ Strong networking capacity, across agencies, NGOs, local actors and government</li> <li>➤ Experience formulating strategies, testing and adapting them based on practitioner needs</li> <li>➤ Strong analytical capacity – ability to identify common themes, narrative arcs and “theses” drawing on primary and secondary data</li> <li>➤ Nuanced understanding of how to problem solve ensuring technical rigor but practical application given operational barriers</li> <li>➤ You are committed to gender equity and equality</li> </ul> <p>Preferred: You have working experience in complex emergencies.</p> <ul style="list-style-type: none"> <li>➤ Previous experience working in Cluster or other national-level coordination</li> <li>➤ Previous experience in Iraq or the Middle East</li> <li>➤ Familiarity with Cluster transition processes (IASC guidelines, precedents in Nepal and Iraq) You have a genuine interest in &amp; commitment to the principles of Action Against Hunger.</li> </ul>
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### Specifications

This job description may be subject to temporary or permanent modifications resulting from developments in the Organisation's activities. These modifications will be defined and discussed between the employee and Action Contre la Faim.

Non-compliance with the terms of this job description will be sanctioned according to the disciplinary measures stipulated in ACF's internal Rules and Regulations.

Furthermore, this job description is generic, therefore applicable across the entire Organisation, and it may include an annex outlining objectives and tasks according to a specific context.

Finally, the job description may be accompanied by an individual action plan to support the employee in the fulfilment of a number of objectives therein specified. The time intervals for achieving these objectives are determined according to the experience of the recruited or promoted employee.

I, the undersigned, confirm that I have read and understood this job description. I agree to the tasks and responsibilities described above.

***Employee***

***Line Manager***

***HR Manager***