

Position Title : **Programme Coordinator (Water Sanitation and Hygiene (WASH))**
Duty Station : **Port-au-Prince, Haiti**
Classification : **Professional Staff, Grade P3**
Type of Appointment : **Special short-term graded, nine months with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **23 February 2023**

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive work environment. Read more about diversity and inclusion at IOM at www.iom.int/diversity.

Applications are welcome from first- and second-tier candidates, particularly qualified female candidates as well as applications from the non-represented member countries of IOM. For all IOM vacancies, applications from qualified and eligible first-tier candidates are considered before those of qualified and eligible second-tier candidates in the selection process.

For the purpose of this vacancy, the following are considered first-tier candidates:

1. Internal candidates
2. Candidates from the following non-represented member states:
Antigua and Barbuda; Aruba (Netherlands); Botswana; Cabo Verde; Comoros; Congo (the); Cook Islands; Curaçao; Fiji; Grenada; Guinea-Bissau; Holy See; Iceland; Kingdom of Eswatini; Kiribati; Lao People's Democratic Republic (the); Madagascar; Marshall Islands; Micronesia (Federated States of); Namibia; Nauru; Palau; Saint Kitts and Nevis; Saint Lucia; Saint Vincent and the Grenadines; Samoa; Sao Tome and Principe; Seychelles; Solomon Islands; Suriname; The Bahamas; Timor-Leste; Tonga; Tuvalu; Vanuatu

Second tier candidates include:

All external candidates, except candidates from non-represented member states.

Context:

Under the overall supervision of the Chief of Mission and direct supervision of the Senior Programme Manager, the Programme Coordinator (Water Sanitation and Hygiene (WASH)) candidate will be responsible for the successful implementation and management of the portfolio of Water, Sanitation and Hygiene (WASH) programmes and projects of IOM.

Core Functions / Responsibilities:

1. Develop and ensure the execution of the WASH strategy for IOM in the country.
2. Manage the overall implementation of the WASH programme to guarantee that scope, budget, time and quality are in accordance to the different projects specifications, donor requirements and IOM rules and regulations.
3. Ensure appropriate and timely resource mobilization for the successful implementation of the different projects in the WASH programme. Proactively identify programme development opportunities, new funding sources, new thematic areas of technical intervention and strategic partnerships that would promote the expansion of the IOM WASH portfolio. Liaise effectively with donors at local and regional level in order to advocate for adequate funding to sustain the WASH programme and prepare proposals for funding.
4. Lead the design process and oversee compliance of technical specifications for the implementation of the required WASH infrastructure and services including economic analysis and management of solar water pumping projects to guarantee quality of the output and alignment to international and national standards and donor requirements.
5. Ensure a sound financial management of projects to guarantee alignment with internal and donor requirements. Ensuring that the budget lines are respected and monitor burn rates for the effective use of the funds.
6. Manage and monitor technically and administratively the whole of the WASH team. Ensure that adequate and relevant capacity building are provided to the members of the team. Mentor, coach and manage the staff under supervision; support the performance evaluations and oversee and help to resolve team conflicts.
7. In coordination with the Resource Management Unit and Procurement and Logistics Unit, oversee all WASH programme related procurement efforts for supplies and services, ensuring that the processes are transparent and in line with IOM and donor's regulations. Provide the necessary resources to effectively monitor all contractual agreements with service providers and / or implementing parties.
8. Actively liaise with the WASH Sector; UNICEF / DINEPA, other WASH agencies, government authorities / entities and any other relevant stakeholder to ensure that IOM WASH activities are coordinated to avoid duplication, violation of national regulations or contravention of operational agreements set by the humanitarian community at the country level. Ensure that any needed operational agreement or authorization from the local authorities is convened to guarantee project stability and good relations with the local government.
9. Coordinate internally within IOM units / programmes the implementation of activities and ensure that inter-sectoral activities / approaches are planned and coordinated with the respective units / programmes.
10. Ensure an effective and active communication with all the stakeholders. Make sure that the relevant and necessary information is transmitted downstream to all the members of the WASH team on a timely manner. Prepare project reports, situation reports, programme updates as necessary and/or as requested by the management and ensure that all the project data and information is archived and shared appropriately.
11. Ensure that the WASH program is driven by a sound Monitoring, Evaluation and Learning framework that leads to continuous improvement and fine-tuning of systems and processes.
12. Ensure cross-cutting issues are integrated in the WASH programming such as GBV, Accountability to Affected Populations (AAP), Environment and other cross cutting issues of relevance.
13. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in Civil Engineering, Chemical Engineering, Mechanical Engineering, Environmental Engineering, Geology, Public Health, or a related field from an accredited academic institution with five years of relevant professional experience; or
- University degree in the above fields with seven years of relevant professional experience.

Experience

- Experience in the management of WASH programs in developing countries, preferable in countries facing humanitarian crises and in support of emergency responses;
- Proven experience in the design and / or implementation of interventions that include research methods to address behavior change for the promotion of hygiene;
- Experience working with different international organizations specialized in humanitarian assistance (e.g. UN agencies, INGOs, IOs, Donors, IFRC or ICRC);
- Experience in community engagement and mobilization;
- Experience in the design and implementation of WASH infrastructure, including contract management;
- Experience in solar water pumping programming will be highly valued;
- Experience in the region is an advantage.

Skills

- Excellent computer skills (word processors, spreadsheet, database, Epanet, CAD (AutoCAD, ArchiCAD or similar engineering software), and statistical packages, etc.).

Languages

IOM's official languages are English, French, and Spanish.

External applicants for all positions in the Professional category are required to be proficient in English and have at least a working knowledge of one additional UN Language (Arabic, Chinese, French, Russian, or Spanish).

For all applicants, fluency in English and French is required (oral and written). Working knowledge of Haitian Creole is an advantage.

Proficiency of language(s) required will be specifically evaluated during the selection process, which may include written and/or oral assessments.

Notes

¹ Accredited Universities are the ones listed in the UNESCO World Higher Education Database (<https://whed.net/home.php>).

Required Competencies:

Values - all IOM staff members must abide by and demonstrate these five values:

- **Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- **Integrity and transparency:** Maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** Demonstrates ability to work in a composed, competent and committed

manner and exercises careful judgment in meeting day-to-day challenges.

- **Courage:** Demonstrates willingness to take a stand on issues of importance.
- **Empathy:** Shows compassion for others, makes people feel safe, respected and fairly treated.

Core Competencies – behavioural indicators level 2

- **Teamwork:** Develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** Produces and delivers quality results in a service-oriented and timely manner. Is action oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** Continuously seeks to learn, share knowledge and innovate.
- **Accountability:** Takes ownership for achieving the Organization's priorities and assumes responsibility for own actions and delegated work.
- **Communication:** Encourages and contributes to clear and open communication. Explains complex matters in an informative, inspiring and motivational way.

Managerial Competencies – behavioural indicators level 2

- **Leadership:** Provides a clear sense of direction, leads by example and demonstrates the ability to carry out the Organization's vision. Assists others to realize and develop their leadership and professional potential.
- **Empowering others:** Creates an enabling environment where staff can contribute their best and develop their potential.
- **Building Trust:** Promotes shared values and creates an atmosphere of trust and honesty.
- **Strategic thinking and vision:** Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- **Humility:** Leads with humility and shows openness to acknowledging own shortcomings.

IOM's competency framework can be found at this link.

https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf

Competencies will be assessed during a competency-based interview.

Other:

Internationally recruited professional staff are required to be mobile.

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

This selection process may be used to staff similar positions in various duty stations. Recommended candidates will remain eligible to be appointed in a similar position for a period of 24 months.

The list of NMS countries above includes all IOM Member States which are non-represented in the Professional Category of staff members. For this staff category, candidates who are nationals of the duty station's country cannot be considered eligible.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or

after 15 November 2021. This will be verified as part of the medical clearance process.

Vacancies close at 23:59 local time Geneva, Switzerland on the respective closing date. No late applications will be accepted.

How to apply:

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 23 February 2023 at the latest, referring to this advertisement.

IOM only accepts duly completed applications submitted through the IOM e-Recruitment system. The online tool also allows candidates to track the status of their application.

Only shortlisted candidates will be contacted.

For further information please refer to: www.iom.int/recruitment

Posting period:

From 10.02.2023 to 23.02.2023

No Fees:

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). IOM does not request any information related to bank accounts.

Requisition: SVN 2023 36 Programme Coordinator (Water Sanitation and Hygiene (WASH)) (P3)
Port-au-Prince, Haiti (57968129) Released
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