

A man in a green and white striped shirt and orange trousers is watering rows of seedlings in a nursery. He is holding a white watering can and pouring water over the plants. The nursery is covered by a large, thatched roof made of dried grass or straw, supported by wooden poles. In the background, other people can be seen working in the nursery. The ground is covered with dark soil and rows of small black plastic pots containing seedlings.

**Action for a Fair Water Future**



# Contents

**Background**

3

**Job Summary  
and Purpose**

4

**Personal  
Specification**

5

**How to Apply**

6

**The Role**

4

**Duties and  
Responsibilities**

5

**Key working  
relationships  
and logistical  
arrangements**

5



## Background

Water Witness is a leading force in the struggle for global water and climate justice. From our Headquarters in Edinburgh, we drive action, research, and advocacy for a future where all people can access the water they need to thrive, and are protected against floods, drought, pollution, ecosystem degradation and water conflict.

We stand with those at the sharp end of the water crisis to shine a light on its impacts, understand its root causes and to trigger action. We work with inspirational local partners to demand social justice and to unlock system change so that the world's most precious resource is managed sustainably, equitably and in ways which build resilience to climate change.

Over the past 15 years our team have been at the frontline, working to improve water security for millions of vulnerable people, reform and implement policy and law, build new approaches, nurture communities of practice, and hold governments and corporations to account. Our hands-on field expertise is backed up by cutting-edge research and analysis, and this provides the knowledge and credibility needed to accelerate delivery of the water-related Sustainable Development Goals.

Our [2030 Strategy](#) builds on our track record and sets out five imperatives for change which will unlock improved water resource governance and shared water security:

1. **Accountable governance:** to implement effective and equitable water policy and law.
2. **Progressive financing:** to unlock funding and financial incentives for water security.
3. **Redefining corporate responsibility:** to transform private sector behaviour on water.
4. **Confronting climate chaos:** to prevent catastrophic water shocks and build resilience.
5. **Activating people power:** to trigger political, social and economic change for water security.

Our strategy is working. By sharing compelling evidence and helping communities to raise their voices, we are changing the way that governments, business, and banks think and act on water.

Having secured significant new investment from a range of donors we are now seeking exceptional individuals with the skills, experience and vision needed to guide our next phase of delivery and impact. Join us and lead the transition to a fair water future.

# The Role

---

Job Title:	Programme Manager
Location:	Edinburgh, UK - preferred, though flexible working arrangements may be considered.
Pay:	£45,180 – 52,588 plus 8% pension contribution.
Reports to:	Deputy Director
Term:	Permanent position

---

## Job Summary and Purpose

This is an exciting opportunity to join our small but mighty team in a strategically important position as manager of our flagship Fair Water Footprints Programme. Over the past 15 years Water Witness has carved out a key role in holding governments, business, and investors to account for sustainable water management. In 2021 this work triggered the Glasgow Declaration for Fair Water Footprints - a breakthrough moment at COP26, when twenty-eight founding Signatories committed to end the abuse of water in our supply chains and establish water stewardship as the global business norm by 2030. With our partners we have secured significant funds to take forward and scale up this groundbreaking work which will harness trade, enterprise, and civic engagement to drive water justice and climate resilience as part of the UK’s Just Transition for Water Security.

The Programme Manager will be accountable for coordinating and delivering our contributions to the Fair Water Footprint Programme. These will include: the production and dissemination of influential water footprint assessments; pioneering new research and on-the-ground investigations; participatory planning, technical support and training with diverse partners; development, delivery, monitoring and evaluation of action plans, and support advocacy and communication campaigns to secure improved water security for millions of people and systemic change at a sectoral and global scale.

The successful candidate will use their exceptional organisational and communication skills, technical know-how and experience of multi-stakeholder engagement and policy influence to shape this world-changing initiative and ensure impact. They will represent Water Witness at the highest levels, to convene and work constructively with leaders from public, private and financial sectors, civil society, and academia, to co-lead a partner coordination unit, and ensure value for money and impact through sub-contracts and grants.

This new position will play a central role in delivery of our wider 2030 Strategy, will support our country teams and line manage a Programme Officer. Once established they will take on a wider remit for effective delivery across our portfolio of exciting programmes. The post will suit a high-calibre professional seeking the next step in their career as an influential leader for social justice and sustainable development. We seek someone who shares our values, who thrives in a fast-paced setting and who will be as equally comfortable facilitating participatory processes with remote communities, as when compiling high-quality reports within tight deadlines, or shaping evidence and diplomacy to sway Ministers, CEOs and the global media.

# Key working relationships and logistical arrangements

The Programme Manager will report to our Deputy Director and will work closely with the CEO, and Directors of Public and Political Engagement, Corporate Services, and Research and Policy. They will support our international offices and be our principle point of contact with a range of strategically important partners. They will line manage at least one Programme Officer.

## Duties and responsibilities

### Programme management, planning, and implementation:

- Managing all aspects of a complex programme of global action, research, engagement, and advocacy including forward planning, financial management and reporting, tracking of implementation, support for and co-ordination of internal and external delivery partners.
- Ensuring an end-to-end learning approach through robust monitoring, evaluation and learning to support adaptive management, impact attribution and efficient reporting.
- Maintaining excellent and high-quality programme communications.
- Establishing and managing sub-contracts and sub-grants as required for value for money and impactful delivery.

### Partner and multi-stakeholder engagement:

- Stakeholder analysis to support planning and delivery of our engagement.
- Planning, management and delivery of in-person and online events.
- Diplomacy, negotiation, and advocacy to bring new partners on board.
- Activate and support partners through needs assessment, provision of guidance, training, technical support, conflict resolution, and proactive account management.
- Facilitation of planning and support for collective action to overcome shared water challenges at multiple scales.
- Co-leadership of partnership coordination unit and ad-hoc global work groups as required.

### Technical and policy analyses:

- Coordinating and contributing to global and sectoral analyses of trade and water use.
- Supporting design and delivery of on-the-ground investigations to document the water related impacts of global trade, identify change priorities and advocacy targets/parties responsible.
- Political economy analysis at multiple scales to guide engagement across the initiative.
- Continual assessment of partner priorities and the wider landscape of climate, water and sustainable development to identify and seize opportunities for strategic collaboration, investment and impact through systemic change.
- Ensuring high quality technical support and advice to our staff, communities, and partner organisations, including Signatories to the Fair Water Footprints Declaration, and efficient targeting and delivery of our Fair Water Action Fund and wider advocacy activities.

## Person Specification

This role will suit a proactive individual with experience of managing multi-stakeholder programmes to drive positive environmental and social change.

### Experience and qualifications:

- At least six years of experience in the successful leadership and management of complex programmes in an NGO or other relevant setting.
- Proven experience of managing large budgets with responsibility for donor reporting.
- Significant experience in working with diverse stakeholders including the public and private sector to secure positive change through advocacy and collective action.
- A thorough knowledge of global water, climate, nature and human rights challenges, and of the strengths and weaknesses of relevant networks, platforms and initiatives.
- Confidence in using stakeholder, political economy, and technical analyses to support engagement and advocacy strategy.
- Evidence of successful coordination of diverse global partners and remote teams.
- Experience of supporting monitoring, evaluation, and learning.
- Relevant post-graduate degree in a relevant topic.

### *Desirable:*

- Expertise in harnessing trade, investment, and diplomacy for social and environmental change.
- A hands-on understanding of water resource management and water stewardship.
- Experience in managing programmes of technical support, training, and sub-grants.
- Competence in foreign languages - Spanish, French, Kiswahili etc.

### Skills and attributes:

- An exceptional communicator with outstanding organizational skills
- An empathetic problem solver, quick to establish strong working relationships and to avoid and resolve conflicts through proactive communications and diplomacy.
- A strategic thinker and able to manage multiple priorities whilst ensuring attention to detail.
- Committed to diversity, equity, and inclusion and to Water Witness' mission.





## How to apply

All correspondence should be sent to [jobs@waterwitness.org](mailto:jobs@waterwitness.org) with 'Programme Manager' in the subject line. Please provide a CV and cover letter in ONE single document. The cover letter should be no more than two pages long, and should set out why you want this position, and how your skills and experience make you a good fit. Applicants should also attach a recent report which they have personally authored, and self-authored paper of no more than two sides (excluding references) entitled 'Fair Water Footprints – priorities for action'. These papers are intended to illustrate your knowledge, understanding, and suitability for the advertised position.

**NOTE: APPLICATIONS WHICH DO NOT MEET THESE REQUIREMENTS WILL NOT BE CONSIDERED**

### Timeline

<b>Closing date:</b>	12 noon 19th August 2024
<b>Interviews:</b>	w/c 9 <sup>th</sup> September 2024
<b>Expected start:</b>	October 2024

### Equality Statement

Equality, inclusion and diversity are at the core of Water Witness' values. We are committed to equal opportunities for all, and to welcoming people from a wide diversity of abilities, cultures, and experience. On this occasion only those with the right to work and live in the UK should apply.

### Selection Process

We will only use the information you provide to process your application. For more details on how we use your information, see our [applicants privacy notice](#). By emailing us, you are permitting us to use the information you have provided for recruitment purposes. Shortlisted candidates may be required to undertake an additional assessment prior to final interview.

### Queries

If you have any queries on any aspect of the appointment process, or need additional information, please email [jobs@waterwitness.org](mailto:jobs@waterwitness.org).