



VACANCY EARLY RECOVERY and WASH Coordinator

Position Title: ER & Wash Coordinator

Location: North-East Syria

Period: 15 months

Closing date of the vacancy: 06 June 2021 (applications on a rolling basis)

Starting date: ASAP

CONTEXT PRESENTATION

Un Ponte Per (UPP) is an Italian NGO established in 1991. It started its activities as “Un ponte per Baghdad”, in the aftermath of the first Gulf war, with the aim of organizing solidarity initiatives in support of the Iraqi civilian population. In subsequent years, UPP missions expanded to include Serbia and other Middle Eastern and Mediterranean countries. The NGO aims at preventing armed conflicts, protecting human rights and supporting local civil society, especially in the **Middle East**, by promoting the nexus between its humanitarian, peacebuilding and development programs.

Since 2015, UPP has been one of the leading INGOs in the **North East Syria (NES)** response. Providing humanitarian aid and capacity building of local actors in Health and Protection as well as Environmental health, including waste management. In partnership with local partners, UPP has been able to develop a comprehensive system of health services delivered in 26 facilities, including mobile units, hospitals, primary health care centres, and an ambulance network.

For further information please refer to our website: www.unponteper.it/en/

DEFINITION OF THE POST

Un Ponte Per is looking for one Early Recovery and WASH Coordinator that will lead the implementation of Early Recovery and WASH Sectors.

Early Recovery and WASH Sectors:

While in a crisis situation lifesaving relief is undeniably the most important priority, affected populations simultaneously start looking for ways to rebuild their lives. Support to stabilisation of the situation in the first instance can reduce further setbacks for the affected population and pave the way towards an eventual recovery. This requires the focus not only on saving lives but also on stemming further loss of livelihoods and security that are fundamental to the survival of the affected population, even during humanitarian operations. From the outset it is also vital to support, sustain, and begin to rebuild the essential national capacities (local NGOs and local administrations) that are necessary to manage the situation in the longer term. Actions aimed at reducing conflict’s environmental impact and at enhancing environmental health and protection are equally crucial.

Early Recovery (ER) is the application of development principles to humanitarian situations. It is intended to stabilise local and national capacities from further deterioration so that they can provide the foundation for long term recovery and stimulate spontaneous recovery activities amongst the affected population. If such national capacities are used and strengthened, they are likely to reduce the overall burden of humanitarian support more rapidly.



Early Recovery aims to bring development principles into relief and seize opportunities to go beyond saving lives and contributes to the restoration of national capacity, livelihoods and human security. Early recovery aims to Augment on-going emergency assistance operations through measures that foster the self-reliance of the affected population and meet the most critical needs to rebuild livelihoods; Support spontaneous recovery initiatives by the affected population and mitigate the rebuilding of risk; Establish the foundations for longer-term recovery. Particularly important is to strengthen the capacity of local administrations, such as municipalities, to respond to primary needs of the local and displaced population, including ensuring health environment, water services, etc.

Environmental protection is part of UPP Early Recovery programs, as well it intersects with UPP **WASH** (Water Sanitation and Hygiene) intervention. In particular, focus is on solid waste management (urban solid waste recycling and healthcare hazardous waste and water provision).

Program Support:

- Lead on designing Early Recovery and WASH multi-sectoral technical assessments (including labour market assessment, value chain assessment, local institutions capacity building for environmental health programs on waste management and recycling, water resources, etc) in coordination with other UPP thematic areas and other external sector agencies, ensuring assessment findings are documented and that all assessments include a specific analysis of at-risk persons, such as children's needs, women's, girls and boy's needs.
- Coordinate the technical teams, by guiding, supporting and supervising the activities plan, reporting, coordination with other UPP departments and within the programme team.
- Contribute on developing SOPs for the ER and WASH subsectors, such as Economic Recovery and Market System (ERMS), New Livelihood Development (TVET, Enterprise development, Cooperatives), livelihood restoration, Solid Waste Management (urban solid waste, waste recycling, hazardous health waste) and local institution capacity building, in compliance with Donors guidelines.
- Lead on developing UPP ER and WASH department, response plans and master budgets and contribute to UPP's overall response strategy and to align with partner inputs and partners' capacity building.
- Lead on fundraising for the ER and WASH sector, including development of high-quality concept notes and proposals, and engagement with donors' technical advisers.
- Provide coordination and technical support to ER and WASH teams and conduct regular monitoring visits to ensure quality programming is being implemented (for example, monitoring against log frames, individual performance management and work plans) and are in line with the Donors Guidelines and the commitments.
- Ensure staff and program teams have solid understanding of ER and WASH and its components as per the Donors guidelines.
- Work with finance and other teams to ensure appropriate modality of aid transfer and an accountable grant transfer mechanism is in place for the activities in the ERMS subsector.
- Work with the medical and other teams to ensure appropriate coordination on the subsector of health waste management.
- Ensure that all required project indicators are measured by field teams and evaluated by technical staff in coordination with MEAL team.
- Working closely with the HR team, lead on identifying ER and WASH staffing needs (national and international) for North East Syria programmes; ensure rapid recruitment, induction and training of new staff.
- Working closely with the MEAL team, put in place an ER and WASH sectors MEAL plan, ensuring this links to reporting requirements, and capacity build technical field staff in carrying out the work.
- Working closely with the Accountability lead, put in place accountability activities for ER and WASH thematic areas, ensuring that feedback from all relevant stakeholders is considered in programme design.
- Ensure that the minimum standards of humanitarian relief are maintained in accordance with the Sphere Charter and Red Cross Code of Conduct.



Capacity Building:

- Develop creative techniques to support the learning and development of staff and partners based in inaccessible areas.
- Develop learning needs assessment and capacity building plans for both UPP and partner staff, linking capacity building initiatives to wider opportunities identified via coordination and networks.
- Coach and mentor UPP national and partners' staff of the ER and WASH Teams, and local institutions (municipalities, environmental directorates, water directorates, etc.) and link in to wider organisational talent development mechanisms.
- Oversee development and delivery of technical training material that will improve aspects of ER and WASH work within partner organizations and across UPP.

Representation & Advocacy & Organisational Learning:

- Shape broader sector strategies through influence of and leadership within inter-agency coordination fora, such as the WASH, ER and Livelihood WGs, and consortia, ensuring the specific needs of children, women, girls and boys are being addressed. This may involve taking on a co-chairing role where needs demand.
- Take the initiative in documenting lessons learnt, best practice and case studies to shape in-country strategies and programme approaches, and contribute to broader sector learning.
- Pro-actively identify advocacy opportunities, case studies and research opportunities which link with wider organisational strategic objectives, and turn these into action.
- Play a leadership role in shaping ER and WASH communications and media priorities in line with thematic priorities, acting as a spokesperson when required.

ESSENTIAL REQUIREMENTS

- University degree preferably in relevant subjects (Humanitarian Affairs, International Development, International Relations, Environmental Engineering, Management, Social Work, Gender studies) or equivalent working experience;
- At least 5 years of responsibility in international development and humanitarian aid programming;
- Knowledge and working experience in the Early Recovery, Livelihood and WASH sectors, especially with focus on environmental and ecological programs, including medical waste management, urban waste recycling, water provision, sustainable agriculture, local administrations capacity building;
- Knowledge of the guidelines, including administrative procedures, of the major funding bodies (MAE, EU, ECHO, UN, etc.);
- Excellent command and understanding of the project life cycle management from need assessment to evaluation;
- Proven capacities to plan activities successfully targeting results and objectives;
- Previous experience working under pressure and/or in hardship duty station;
- Team working skills and proactive attitude;
- Experience of reporting and monitoring to tight deadlines;
- Excellent organizational skills with the ability to coordinate activities;
- Determined and committed to high quality standards;
- Ability to establish effective working relationships at all levels internally and externally;
- Excellent communication and interpersonal skills;
- Ability to prioritize work, meet deadlines and work calmly under pressure, while maintaining flexibility and professional approach;
- Excellent oral and written English;



DESIRABLE REQUIREMENTS:

- Knowledge of the Middle East context and relevant local actors;
- Working experience with local counterparts (CSOs, local NGOs, and others) or managing consortium of NGOs;
- Previous work experience in UN funded projects;
- Experience facilitating trainings and workshops and mentoring others;
- Knowledge of Arabic or Italian is an asset.

ETHICAL CONDUCT

*UPP upholds all the minimum standards in terms of Ethical Conduct and strives to increase its standards over the minimum. **Zero tolerance** is reserved to Sexual Abuse and Exploitation and to Child Abuse, Violence, Harm, Injury and Negligence. By applying, any candidate assures that s/he has never breached any standard in terms of SEA and Child Safeguarding and the s/he won't in the future. For the protection of beneficiaries, communities and partners, UPP will conduct extensive reference check and vetting on shortlisted candidates, also over the contacts indicated by the candidate. Candidates are alerted that the required background check might compromise their privacy. Shortlisted candidates shall promptly provide an up-to-date criminal background check.*

HOW TO APPLY: Interested candidates are invited to submit a detailed CV, a brief cover letter to address the requirements above and contact information for two professional references to: vacancy@unponteper.it. Please reference **"ER&WASH coordinator - Name Surname"** in the subject line of your email application. Please apply with just one email. Only shortlisted candidates will be contacted. Due to the urgency of this position Un Ponte Per reserves the right to screen applications on a rolling basis.