

# HEAD OF WASH

***Oxfam is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of children, young people and adults. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.***

*All offers of employment will be subject to satisfactory references and appropriate screening checks, which can include criminal records and terrorism finance checks.*



## Shaping a stronger Oxfam for people living in poverty

### ABOUT OXFAM

[Oxfam](#) is a global movement of people who won't live with the injustice of poverty. Together we save and rebuild lives in disasters. We help people build better lives for themselves. We speak out on the big issues that keep people poor, like inequality, discrimination against women and climate change. And we won't stop until every person on the planet can live without poverty. Oxfam's work in the MENA region covers 11 countries, including Yemen.

### TEAM PURPOSE

To provide lifesaving humanitarian assistance to most vulnerable population – in famine and cholera risk, IDPs & returnees and affected host communities through integrated & coordinated WASH responses entailed with resilience, sustainability and participation.

### JOB PURPOSE

The position of Head of WASH will provide strategic vision, guidance and technical leadership to Oxfam's country WASH programme and sector in Yemen. The incumbent will be responsible for strengthening lifesaving rapid response in areas of WASH through strong preparedness & contingency plan for conflict / epidemics while scaling up urban and rural WASH service, including promoting resilience and sustainability in relatively stable context. S/he will lead on the process of regular assessment, program design and fund raising efforts. The job holder will take the prime responsibility of the technical quality of donor reports and accountability. S/he will work with the WASH Lead in the field to strengthen the capacity of national staff. S/he will ensure that WASH programme mainstreams gender, protection, and promotes safe programming. Building on learning from existing programming and through research and innovations, s/he will shape response approach, and engage advocacy and communications team in influencing others to replicate best practices. This position represents Oxfam on WASH issues at highest levels in country and influencing in global technical forums. S/he will maintain liaison and professional relations with donors and other stakeholders on strategic and technical issues in WASH.

## CORE DETAILS

Location:	Yemen with frequent travel to programme sites and offices.
Our package:	Competitive salary package.
Internal Grade:	C1
Contract type:	One year Fixed Term Renewable
This role reports to:	Deputy Country Director
Staff reporting to this post:	WASAH Cluster Co-Coordinator, Roving PHE/PHP RR & CB TTLs and matrix line management of PHE/PHP/WASH TLs in South and North Yemen
Annual budget for the post:	No direct budget responsibility, except for advocacy components within specific programmes.
Key relationships/interactions:	Key relationships/interactions: Yemen Senior Management Team, Programme Managers, Technical Leads, Gender and Protection staff, Funding/Business Development Manager, WASH colleagues regionally (MENA) and globally (at OI secretariat and affiliate levels).
Screening checks:	All successful candidates will be screened through <a href="#">Refinitiv World-Check One</a> to comply with counter terrorism and financial sanctions regulations.

## KEY RESPONSIBILITIES

### **Background:**

The humanitarian crisis in Yemen remains the worst in the world. Nearly four years of conflict and severe economic decline are driving the country to the brink of famine and exacerbating needs in all sectors. An estimated 80% (24m) of the population require some form of humanitarian or protection assistance. Two-thirds of all districts in the country are already pre-famine, and one-third face a convergence of multiple acute vulnerabilities. Over two-thirds of Yemenis (17.8 million people) require support to meet their basic WASH needs, including 12.7 million who are in acute need. Inadequate access to WASH services is a major driver of communicable disease outbreaks and acute malnutrition. Country have seen the worst cholera outbreak in modern history in 2017-18, which is not yet over.

Oxfam in Yemen over three decades- a significant scale-up in its life saving humanitarian works since the onset of current conflict. Following release of IPC report and 2019 famine outlook, Oxfam planned to reach 1.5m population in 10 Governorates with focus on strengthening rapid response capacity through strong preparedness, strategic prepositioning, leadership to WASH sector while increasing engagement in urban and rural service resilience, doubling inputs in solar energy, sustainability and innovations, capacity building of Oxfam, partners and govts line department, environmental sanitation and waste management.

To lead and coordinate the complex Yemen WASH program, the position invites only capable and ambitious individual with proven ability in strategic and technical leadership and matched profile.

## **Strategic and technical leadership**

- Provide strategic and operational management of WASH programs, technical people and funds
- Influences the development/update of Country WASH strategy including contingency planning and ensures and supports operational implementation. Ensure that the strategy is informed by sound analysis, with consultations with teams and concerned stakeholders and are devised in promotion of Oxfam's values, culture and beliefs.
- Contribute to knowledge building and sharing within Yemen and other Oxfam offices, sectors.
- Ensure that “lessons learned” from the emergency interventions in Yemen is conveyed to the departments to influence future policies and planning.
- Explore and develop strategic partnership with ministries, technical departments and local govt/councils including development of MoUs contributing to quality and scaling up of program
- Liaise with donors and dev partners on WASH technical issues of the program (as required)
- Advocate on programmatic options and link in with policy/advocacy team as required.
- Contribute to HRP/HNOs and WASH cluster strategy, SoPs for cholerae/IDPs/Famine, SAG where appropriate lead TWGs and developing guideline and agreed standards.
- Represent Oxfam at national Coordination and relevant sub-cluster meetings

## **Project design and implementation:**

- To continuously assess the context, and design/adapt the program and team composition as required by the context, ensuring that operational plans take into consideration risks
- Technical assessment of big water supply schemes damaged during the current conflict and designing and implementation in collaboration with water authorizes at capital(s) and governorate level.
- Develop guidelines and tools with teams for implementation, and also to ensure compliance with established guidelines and standards.
- Ensure a high quality, multi-sectoral approach, aiming at reaching minimum SPHERE, CHS, AAP and internal technical standards, with a focus on quality and accountability.

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- Support the preparation/ inception of projects, including recruitment of key WASH staff and activity planning as required.
- Work closely with Oxfam’s technical team, implementing partners and other stakeholders in monitoring needs and identifying opportunities for effective program actions.
- Endeavour to ensure a good working relationship with support functions, preparing supply requisitions, distribution plans, staffing requests, budgets etc in a timely manner
- Proactively ensure that gender equity issues are taken into account in all aspects of Oxfam’s work and encourage mainstreaming of gender into all program aspects by increasing knowledge of the staff, community

structures and beneficiary communities through trainings/ awareness raising activities and incorporating gender data in program monitoring and design.

- Ensure that the program is accountable to beneficiaries through promoting their participation, providing them with information about program activities and ensuring that beneficiary feedback is used effectively to adapt the program.

**Management and maintenance of Oxfam staff and team capacity:**

- Update and advice on WASH staffing architecture with transition and succession plan according to program needs and scenario context
- In line with Oxfam performance management procedures, matrix line management of PHE TLs and PHP TLs ensuring that overall performance management is in place and used effectively by the team in Yemen scale program.
- Build a strong team spirit and vision, ensuring that discussions on Oxfam country strategy, project implementation strategies and detailed implementation planning are shared with the team, understood and implemented
- Ensure internal coordination mechanism is in place (regular staff meeting and reporting) and feedback is provided to program managers, HPC and DCD in a timely way.

**Monitoring, Evaluation, Accountability, and Learning:**

- Provide technical support on developing new MEAL tools to be used by the team to ensure that relevant information is being collected to inform strategy and implementation, and to ensure accountability and learning.
- Guide and support field staff in effective on-going monitoring on project outcomes/impacts, and render technical advice for fine-tuning plans/modalities where required.
- Guide the team in planning and analysis in the baseline, mid-term review and final evaluations.
- Ensure project learning is captured, consolidated and disseminated.
- Incorporate best practices in projects, and guide program staff on sharing strategies, procedures, successes and lessons learnt at national level and if appropriate regional level with appropriate partners and within Oxfam.

**Communicating Oxfam's work and contributing to the regional programme:**

- Responsible for WASH contribution to Oxfam's work, representing and developing good relationships with UN and other agencies, be proactive in ensuring that Oxfam develops and maintains a positive profile.
- Keep informed of relevant program issues and context and to contribute to wider program learning.
- Work together with the Technical Leads advocating on issues raised by program team
- As and when requested lead on reporting writing and provide updates to WASH cluster

**Managing Oxfam GB's risk:**

- Support the team in detailed activity planning, procurement and distribution planning.
- Provide regular, consistently high-quality reports on program and projects by ensuring that proper monitoring is included in all work. This includes donor as well as internal narrative and financial reports
- Maintain contact with authorities, UN and other agencies and ensure that Oxfam complies with relevant legislation and that its activity is understood and publicized.
- Proactively participate in WASH cluster meeting, ensuring issues of concern are advocated for

## Other

- Required to adhere to Oxfam's principles and [values](#) as well as the promotion of [gender justice and women's rights](#)
- Understanding of and commitment to adhere to equity, diversity, gender, child safety and staff health and wellbeing principles.

## SKILLS, EXPERIENCE AND KNOWLEDGE

### Essential

- A suitable qualification in any discipline relating to Public Health Engineering is the necessary educational background. Experience could substitute for a formal qualification, but not vice versa.
- Over 10 years of WASH experience and minimum 5 years' international experience in emergency WASH in leadership positions with reputed WASH agencies/UN in large scale humanitarian response.
- Ability to lead technical working groups and facilitating training/workshop and technical presentations.
- Solid experience in working in conflict setting/remote operations and working in fragile contexts
- Excellent understanding and ability of applying SPHERE, CHS. AAP and Oxfam's internal min standards/tools.
- Able to influence/negotiate and advocate technical options and strategy to govt, UN, donors and team
- Strategic development skills, with the ability to translate concepts easily into practical actions
- Able to work remotely with team
- Able to integrate gender/protection and PHP/EFSL for quality integrated response
- Excellent English written and communication skills

### Desirable

- Good understanding of programmatic application of humanitarian mandate and principles.
- Prior experience in working in a fragile state and leading positions.
- Balanced Urban/Rural WASH resilience and experience of CASH/Market base intervention

## Organisational Values

- **Accountability** – Our purpose-driven, results-focused approach means we take responsibility for our actions and hold ourselves accountable. We believe that others should also be held accountable for their actions
- **Empowerment** – Our approach means that everyone involved with Oxfam, from our staff and supporters to people living in poverty, should feel they can make change happen
- **Inclusiveness** – We are open to everyone and embrace diversity. We believe everyone has a contribution to make, regardless of visible and invisible differences



**Note to candidates:** Shortlisted candidates will be assessed on our organisational values and attributes at the interview stage. The successful candidate(s) will be expected to adhere to our code of conduct. We encourage candidates to read and understand our code of conduct [here](#).

## OXFAM LEADERSHIP COMPETENCY FRAMEWORK -

Competencies	Description
<b>Decisiveness</b>	We are comfortable to make transparent decisions and to adapt decision making modes to the context and needs.
<b>Influencing</b>	We have the ability to engage with diverse stakeholders in a way that leads to increased impact for the organization We spot opportunities to influence effectively and where there are no opportunities we have the ability to create them in a respectful and impactful manner.
<b>Humility</b>	We put 'we' before 'me' and place an emphasis on the power of the collective, nurture the team and play to the strengths of each individual. We are not concerned with hierarchical power, and we engage with, trust and value the knowledge and expertise of others across all levels of the organization.
<b>Relationship Building</b>	We understand the importance of building relationship, within and outside the organization. We have the ability to engage with traditional and non-traditional stakeholders in ways that lead to increased impact for the organization.
<b>Listening</b>	We are good listeners who can see where deeper levels of thoughts and tacit assumptions differ. Our messages to others are clear, and consider different preferences.
<b>Mutual Accountability</b>	We can explain our decisions and how we have taken them based on our organizational values. We are ready to be held to account for what we do and how we behave, as we are also holding others to account in a consistent manner.
<b>Agility, Complexity, and Ambiguity</b>	We scan the environment, anticipate changes, are comfortable with lack of clarity and deal with a large number of elements interacting in diverse and unpredictable ways.
<b>Systems Thinking</b>	We view problems as parts of an overall system and in their relation to the whole system, rather than reacting to a specific part, outcome or event in isolation. We focus on cyclical rather than linear cause and effect. By consistently practicing systems thinking we are aware of and manage well unintended consequences of organizational decisions and actions.
<b>Strategic Thinking and Judgment</b>	We use judgment, weighing risk against the imperative to act. We make decisions consistent with organizational strategies and values.
<b>Vision Setting</b>	We have the ability to identify and lead visionary initiatives that are beneficial for our organization and we set high-level direction through a visioning process that engages the organization and diverse external stakeholders.
<b>Self-Awareness</b>	We are able to develop a high degree of self-awareness around our own strengths and weaknesses and our impact on others. Our self-awareness enables us to moderate and self-regulate our behaviors to control and channel our impulses for good purposes.
<b>Enabling</b>	We all work to effectively empower and enable others to deliver the organizations goals through creating conditions of success. We passionately invest in others by developing their careers, not only their skills for the job. We provide freedom; demonstrate belief and trust provide appropriate support. We give more freedom and demonstrate belief and trust, underpinned with appropriate support.