CARE International Roster for Emergency Deployment (CI-RED) Terms of Reference – *Water, Sanitation, & Hygiene (WASH)*

Purpose / Role

Responsible for assessment, design and implementation of the water, sanitation and hygiene component of CARE’s emergency response. S/he will need to co-ordinate with other team members and CARE staff, especially logistics, health, shelter and other technical sectors, to ensure a rapid, proportionate and effective response. S/he will need to ensure response to immediate WASH issues with simultaneous consideration of longer term needs and possible scenarios. The specialist will need to take a very active role in technical co-ordination, support and advocacy with national and local WASH clusters and other technical agencies relevant to the sector.

Responsibilities

# **Assessment**

* Provide water, sanitation and hygiene sectoral leadership and expertise in the assessment.
* Conduct initial rapid assessment of current situation in collaboration with local health workers and affected population; determine priorities and immediate activities and resources i.e. more detailed assessment versus need to address immediate WASH problems.
* Represent CARE to stakeholders and Governmental and non-Governmental agencies for the purposes of the WASH aspect of the assessment.
* Assess in-country resources, human, material and financial for response with relevant staff and agencies.
* Lead in the production of a practical, good quality assessment report.

# **Programme Design**

* Define aims and objectives of the overall WASH program.
* Select and design water systems including source selection (ground water, surface water), abstraction, storage, treatment and distribution for new systems and/or the rehabilitation of old systems.
* Select and design the most appropriate form of sanitation system (to include excreta disposal, vector control, solid waste disposal, drainage) taking full account of local conditions, resources, customs and cultural norms.
* Select and design, in collaboration with other actors a suitable hygiene promotion strategy.
* Wherever possible consider options for delivery of WASH activities through cash and markets-based mechanisms.
* Ensure that issues of protection, gender, livelihoods, DRR and environmental impact, operation and maintenance and sustainability are factored into the program design.
* Ensure Sphere 2018 standards both qualitative and quantitative are considered and any departures documented.
* Develop letters of intent, concept papers, budgets and proposals in respect of the above.

# **Response Management and Implementation**

* Plan and manage WASH program in a phased and prioritised manner with full consultation and co-ordination with CARE staff and other agencies both governmental and non-governmental.
* Ensure gender is fully considered throughout the project cycle, using CARE’s WASH Minimum Commitments tool to guide this.
* Organise with the Logistics Team materials and support needed for all activities.
* Design and develop appropriate supervisory, monitoring and evaluation systems for WASH interventions.

**Information and Co-ordination**

* Provide regular updates to Team leader and team on progress, priorities and constraints – verbally and in writing.
* Represent CARE to governmental and non-governmental groups as needed and agreed with the Team Leader.
* Represent CARE in WASH Cluster activities.
* All staff members understand and abide by the CARE Prevention of Sexual Exploitation and Abuse (PSEA) / Child Protection (CP) Policy. All Staff must sign the relevant Code of Conduct. Staff are required to report any suspicions of exploitation and abuse of children and vulnerable people via established internal mechanisms. All staff must adhere to CARE’s zero tolerance policy for sexual exploitation and abuse of children.

**Human Resources and Administration**

* Coordinate and/or implement training and briefing of CARE staff and stakeholders on WASH issues.

Key Internal Contacts

Team Leader and other members of the team as appropriate;

WASH specialists

CARE International Emergency WASH Team Leader (informal link to facilitate induction on CARE’s global WASH approach, and encourage communication during deployment).

Key External Contacts

# Other agencies and groups responding to the emergency, in particular those working in the health and WASH sector.

Reporting Lines

Reports to the Team Leader or designate

Selection Criteria

**Core Competencies**

* People Skills: Ability to work independently and as a team player who demonstrates leadership and is able to support and train local and international staff and also able to work with disaster affected communities in a sensitive and participatory manner.
* Communication Skills: Well developed written and oral communication skills. Able to communicate clearly and sensitively with internal and external stakeholders as a representative of CARE. This includes effective negotiation and representation skills.
* Integrity: Works with trustworthiness and integrity and has a clear commitment to CARE's core values and humanitarian principles.
* Resilience/Adaptability and flexibility: Ability to operate effectively under extreme circumstances including stress, high security risks and harsh living conditions. Works and lives with a flexible, adaptable and resilient manner.
* Awareness and sensitivity of self and others: Demonstrates awareness and sensitivity to gender and diversity. Have experience and the ability to live and work in diverse cultural contexts in a culturally appropriate manner. Has a capacity to make accurate self-assessment particularly in high stress and high security contexts.
* Work style: Is well planned and organized even within a fluid working environment and has a capacity for initiative and decision making with competent analytical and problem solving skills.
* Knowledge and skills: knowledge of CARE policies and procedures, Sphere and the Red Cross/ NGO Code of Conduct. Requires general finance, administration, information management and telecommunication skills and proficiency in information technology/ computer skills.
* 3 – 5 years humanitarian aid experience.
* Multiple language skills desirable.

**Required Technical Competencies**

* 3 years humanitarian aid experience in the WASH sector applied in emergency response operations.
* Environmental health engineering or relevant WASH specialisations (level of academic training needed will vary according to situation, wide technical experience will be necessary).
* Hydrology, hydrogeology, water quality and testing (as needed).
* Construction – including supervision.
* High level of awareness of environmental health issues as applied to emergency settings, with special attention to the needs of women and children.