

Project Officer - Sanitation & Hygiene UNICEF SCORE

Location: [Africa] [Kenya]

Town/City: Turkana

Category: Water, Sanitation and Health (WASH)

Job Type: Fixed term, Full-time

You will be required to produce a current (within 3 months) Original Police Clearance Certificate or waiting receipt during interview in case you are shortlisted

Job Title : Project Officer – Sanitation & Hygiene

Reporting to : Cluster Manager

Grade Level : 12

Work Location : Kainuk AP

Purpose of Position

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To ensure timely implementation and monitoring of sanitation and hygiene activities in the area programme ensuring increased sanitation coverage and hygiene promotion efforts for availability and sustainable management of water and sanitation for all in order to perform this role effectively, the Project officer must be able to effectively communicate World Vision's Christian ethos and demonstrate a quality of spiritual life that serves as an example to others.

Major Responsibilities

Effective Project Design, Planning and implementation 50%)

- Facilitate timely and quality implementation of Sanitation and Hygiene project activities.
- Ensure that business processes, standards and guidelines related to Sanitation and Hygiene initiatives are effectively applied in project implementation.
- Facilitate field visits for all respective line ministries to inspect progress of works and validate all the inspection reports (this includes quantified work done)
- Facilitate communities to identify viable Sanitation projects and ensure their participation in the implementation of the same
- Ensure cross cutting themes are integrated into the Sanitation & Hygiene project
- Conduct CLTS interventions and facilitation of declarations of ODF Villages
- Participate and ensure integration of sanitation and hygiene interventions to with other programs and Child Sponsorship Management
- Support in the development of timely and accurate funding proposals in line with donor requirements and WVK standards in collaboration with Cluster Manager, other sector specialists
- Mobilize the community for community contribution for project interventions.

Quality Assurance - Monitoring, Reporting and Documentation (35%)

- Supervise and Monitor Sanitation and Hygiene interventions in strict adherence to WV Kenya, Kenya government regulations, WHO and the SPHERE standards.
- Development of Project Designs and Annual Operation Plans. (4D matrices, DIPs, Annual Budgets).
- Facilitate Sanitation and Hygiene project surveys (Assessments & Baselines) and evaluations.
- Develop quality monthly, quarterly, semi-annual, annual and end of projects reports in accordance with donors and WV Kenya requirements.

- Document and disseminate best practices on Sanitation and Hygiene projects in the ADP.
- Ensure budgetary utilization is within acceptable limits/range.
- Ensures participatory monthly data collection are conducted (involving communities and partners) using the standardized tools
- Contextualization and utilization of reporting guidelines

Advocacy, Engagement Networking and Partnerships 15%

- Representation of WV Kenya in key S&H stakeholder forums/meetings at the Ward, Sub-County levels.
- Facilitate community education on Laws, Policies and Standards on S&H Service delivery
- Provide support to community led processes of monitoring public service delivery.
- Ensure communities are mobilized and participate in their S&H projects

Others (5%)

- Perform any other duty as may be assigned by supervisor or designee from time to time.
- Participate and contribute in committees and task forces which you may be appointed to
- Participate and lead devotions as appropriate
- Any other duty as assigned by the Supervisor

Knowledge, Skills and Abilities

- Minimum of a Bachelor's degree in Public Health/Environmental Health or any other relevant

qualification from a recognized and accredited university.

- Minimum of 4 years' experience with regard to designing, planning, implementation, supervising and reporting on integrated development, sanitation and hygiene projects, both at community level and also at facilities such as schools and health facilities
- Knowledge of behaviour change models such as Community Led Total Sanitation (CLTS), Sanitation Marketing, Nurturing Care Groups and Design for Behaviour Change models
- Wide experience in development work in sanitation and hygiene in the NGO sector
- Must be a results oriented person who can handle a heavy work load as well as manage and satisfy multiple and at times conflicting organizational, donor and other stakeholder demands;
- Excellent communication skills, used to speak in public and work dynamically with adults and children. Knowledge of community capacity building.
- Expertise in partnership and collaborations with community, county governments and other S&H related institutions.
- Excellent computer skills, including proficiency in MS Office and Microsoft Outlook
- Strong negotiation skills.
- Cross-cultural sensitivity, flexible worldview, and ability to work with a wide range of people from different backgrounds.
- Knowledge of the Sustainable Development Goals and especially Goal No. 6 on Water and Sanitation
- Knowledge of implementation of sanitation and hygiene interventions in disaster/emergency situations
- Knowledge of and adherence to the Red Cross and NGO Code of Conduct.

- Ability to exhibit exemplary lifestyle as interpreted in specific local cultural context.