



POSITION DESCRIPTION

TITLE	Program Manager - Sector Strengthening
LOCATION	WaterAid Office, Phnom Penh, Cambodia
EMPLOYMENT BASIS	3 year contract, competitive INGO salary
START DATE	April 1 st 2017
APPLICATION CLOSE	25 th January 2017

WaterAid Cambodia was established in 2014 and has ambitious plans to work with a range of stakeholders to support the sector aim of reaching universal access to sanitation and water in Cambodia by 2025. WaterAid Cambodia's program is based on influencing and sees sector strengthening as the key to bringing about sustainable change.

The Program Manager – Sector Strengthening will contribute to delivery of the Royal Government of Cambodia's National Action Plan by demonstrating how sustainable WASH services can be achieved at the scale of a district, using this experience to bring about changes at a national level and by developing the human resources to reach and sustain universal access in Cambodia.

This position of Program Manager – Sector Strengthening requires a highly motivated individual, a self-starter with exceptional leadership and management skills who is able to work strategically, independently, creatively and collaboratively. The position requires a person who can bring about large-scale changes and has a passion for hygiene, sanitation and water issues.

Our Vision and Mission

WaterAid's vision is a world where everyone, everywhere has safe water, sanitation and hygiene.

Our mission is to transform the lives of the poorest and most marginalised people by improving access to safe water, sanitation and hygiene.

WaterAid is an international non-governmental organisation focused exclusively on improving poor people's access to safe water, hygiene and sanitation. We work in 37 countries and have programs in Africa, Asia, Central America and the Pacific region. We campaign globally with our partners to realise our vision of a world where everyone has access to these basic human rights.

Overview of WaterAid

WaterAid Australia is committed to supporting countries in the Southeast Asia region to reach universal access to sanitation, hygiene and water by 2030, in line with the Sustainable



Development Goals and WaterAid's Global Strategy. WaterAid Australia works within a federated international NGO structure, and is the WaterAid international member responsible for managing country programs in Southeast Asia and the Pacific. WaterAid Australia has established country programs in Timor-Leste, Papua New Guinea (PNG) and Cambodia.

Vision for the Role

The vision for this role is demonstrate how the National Action Plan and related Provincial Action Plans can be delivered at the district level by leveraging available resources available for greater collective impact. WaterAid's 'District Wide Approach' (DWA) and the principles of the 'Agenda for Change: Achieving Universal Access to Sanitation Hygiene and Water by 2030' will be adapted to the Cambodian context and utilised. Experiences gained from the program will be used to inform policy dialogue and decentralisation reforms at the national and sub-national level. In addition to working at the district level, the vision is to strengthen the sector by building systems for developing the next generation of WASH professionals. Initially this will be achieved through strengthening an existing WASH training and resource centre to become a valued, independent organisation.

Purpose of the Role

The primary purpose of this role is to design a three-year program using a district wide approach, manage a team to deliver the program and document and use the experiences for policy advocacy.

Accountabilities

1. Sector Influencing

- Provide visionary leadership to show how the sector can operate more effectively and develop advocacy strategies to bring about these changes.
- Establish and manage relationships with sub-national government and partner organisations to change sector processes at sub-national level.
- Feed lessons from the program into dialogue with Royal Government of Cambodia and other development partners regarding decentralisation of WASH services.
- Make regular use of sector coordination mechanisms such as Technical Working Groups and sub-working groups to promote key learnings can change objectives.

2. Team Leader

- Recruit and lead a dynamic team of Cambodian professionals to deliver the DWA program in line with WaterAid's values.
- Coach the new team to excel and play a role as future sector leaders in their areas of expertise – behaviour change, governance, water security.
- Identify and manage expert inputs as required, from across the WaterAid Federation and externally.

3. Program development and delivery

- Design a three-year program based on a DWA and in line with 'Agenda for Change' principles and fitting with latest decentralisation reforms in Cambodia.
- Use adaptive planning techniques to evolve the program to maximise opportunities during program implementation.
- Build strong linkages with other WaterAid Cambodia programmes of work including WASH in Healthcare Facilities and Equity and Inclusion to maximise synergies.
- Establish new partnerships with local private sector and NGOs for effective delivery of the DWA program.
- Grant management for the donors supporting the DWA program, including budget management, narrative and financial reporting.

4. Documentation and learning

- Lead documentation activities using a creative range of communication approaches to ensure that lessons reach key audiences and feed into policy dialogue in Cambodia and globally.
- Actively engage in learning process between WaterAid country programs working on DWA and make high quality contributions to global publications and global learning events based on the Cambodian experience.
- Lead monitoring and evaluation activities relating to the DWA program and ensure this information is used to effect change in the program and the sector.

5. Strengthening a sector training centre

- Manage WaterAid's relationship with a partner organisation specialising in training for the WASH sector.
- Support the organisation to become a valued, independent and financially viable organisation.
- Coordinate specialist inputs from across the WaterAid team to support the organisation with business strategy, marketing and communications and development of new training material.

This role will require regular travel within the country and occasional international travel.

Management Relationships

The position is based in the WaterAid Cambodia Phnom Penh office and is line managed by the Head of Programs. The Program Manager will be a member of the WaterAid Cambodia Senior Management Team. The position will maintain close relationships to other WaterAid country programs following a District Wide Approach. The Program Manager will lead a team of up to four professionals and manage at least one WaterAid partner.

Selection criteria

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Bachelors qualification in social sciences or other relevant discipline. 	<ul style="list-style-type: none"> Masters level qualification. Qualification in rural development, governance or WASH related fields.
Experience	<ul style="list-style-type: none"> Five to ten year's work experience in a related field. Managing WASH programs. Leading a team of diverse professionals. Working with local government, private sector and local NGOs Establishing and running M&E systems. Grant management for programs over US\$1million. 	<ul style="list-style-type: none"> Familiarity with 'District Wide Approach' and 'Agenda for Change principles'. Governance issues at sub-national level. Water security issues, risk assessment and participatory planning. Behavior change strategies. Mentoring and coaching of local partner NGOs.
Knowledge and skills	<ul style="list-style-type: none"> Issues relating to sector strengthening in the WASH sector. Developing and delivery of advocacy strategies to bring about sector changes. Documentation skills, drawing on program learning and presenting to various audiences Representation at national and international fora. Ability to transfer knowledge and skills to others. Strong computer literacy. 	<ul style="list-style-type: none"> Understanding of WASH sector financing. Skilled in setting up social accountability frameworks. Skilled in data analysis and presentation. Able to use mWater and/or equivalent digital monitoring platforms.
Personal qualities	<ul style="list-style-type: none"> A collaborator and a networker able to generate collective impact. Willingness to learn and ability to think creatively. Well organized and delivers products on time. Strong interpersonal skills. Strategic minded and results oriented. A strong commitment to gender sensitive, inclusive and pro-poor development work. Commitment to Child Safeguarding and to WaterAid's values Willingness to work within an organisational framework in the spirit of mutual trust and respect. 	



Recruitment process

This position is open to Cambodian national and international candidates.

Closing date 25th January 2017
First interview Week commencing 30th January 2017
Second interview Week commencing 13th February 2017

Applications for this role must comprise of:

- An application letter addressing the essential person specification criteria outlined above (maximum 2 pages)
- A curriculum vitae (maximum 4 pages). The CV must include three professional referees (referees will not be contacted until after interviews, with permission from the candidate).

Applications which do not address the Essential Criteria specified and the page limits will NOT be considered.

It is envisaged that candidates shortlisted for interviews and written test will be contacted after **25th January** and first round interviews held week commencing **30th January**. Interviews will be held in WaterAid's office in Phnom Penh, London, Melbourne or by Skype.

WaterAid is committed to welcoming people from the widest possible diversity of backgrounds, culture and experience. Female candidates are strongly encouraged to apply. We will make any practical adjustments to enable people with a disability to participate fully in an inclusive working environment. Please let us know if require any special assistance in making your application or attending an interview.

Email applications to: cambodia@wateraid.org.au **with** the subject line: **"Application – Program Manager – Sector Strengthening"**.

Please note that only shortlisted candidates will be contacted.

Note: WaterAid is a child safe organisation. The successful applicant will be required to comply with our child protection policy.