



## **Job Description**

**Role Title:** WASH NTD Programme Officer

**BG:** N/A

**Reports to:** Senior Programme Manager

**Accountable for:** Quality Programme delivery on WASH and BCC activities

## **Job Purpose**

Sightsavers is an international non-governmental organisation that works with partners in developing countries to treat and prevent avoidable blindness, neglected tropical diseases and promote equality for people with disabilities. It is based in Haywards Heath in the United Kingdom.

With the support of the Bill & Melinda Gates Foundation, the Children's Investment Fund Foundation (CIFF), the ELMA Foundation (United Kingdom) and Virgin Unite, Sightsavers supports Guinea in an Accelerated Trachoma Elimination Program. The objective of this new program is to fill some existing gaps and to help at least ten countries, including Guinea, to eradicate trachoma and to stimulate eradication efforts in several other countries over the next five years.

The WASH NTD Programme Officer will be responsible for all programme implementation, monitoring and evaluation related to WASH and behaviour change interventions according to a detailed plan guided by standard guidance. She/he will ensure that information from monitoring, evaluation and other assessments is actively used by MoH and implementing partners to inform and adjust project implementation when necessary. She/he will also be responsible for actively sharing and using information emerging from evaluation/review and information derived from WASH data tool, adjustment of interventions and implementation of recommendations, and lead on coordination of NTD/WASH activities.

The WASH NTD Programme Officer will be responsible for actively seeking and providing feedback on NTD control and /or elimination related to WASH and submission of all required WASH programme deliverables to the National Program and Sightsavers host offices required by donors. The job requires extensive field trips in all the health regions of the assigned Country.

## **Key accountabilities:**

### *Implementation support*

- Lead on the organisation of the Landscape Analysis, WASH NTD Data Tool Development and Targeted Design Assessment for WASH activities relating to the Accelerate programme and broader NTD work
- Working with the Technical Hub WASH Team, support the design and delivery of specific Behavioural Change and Communication activities in targeted districts, and for use at national level where appropriate.

- Collaborate with appropriate Ministries and WASH sector partners to implement and monitor appropriate actions to improve efficiency and quality of project implementation in WASH.
- Promote the adaption and adoption of preferred practices on BCC and assess their application across the programme.
- Work with the programme team and other collaborating agencies to ensure that lessons of sound practice on WASH are implemented, documented and disseminated.
- Support the NTD team of the Ministry of Health to develop and use quality standard indicators/checklist on WASH and BCC during monitoring visits.
- Support WASH Coordination and data activities.
- Direct support of implementation and monitoring of programme specific Behavioural Change interventions.

#### *Monitoring*

- Support the Sightsavers NTD Technical Hub to proactively analyse and submit NTDs and WASH related data.
- Support coordination of joint WASH and NTD monitoring activities and development and identification of integrated WASH related monitoring activities.
- Ensure timely reporting on all WASH NTD activities in the Accelerate programme

#### *Health systems strengthening*

- Work with the Ministry of Health and partners on how to interpret and use data/findings to guide decision making
- Assist the Ministry of Health in identifying routine service delivery platforms where F&E activities can be integrated.

#### **Core behaviours:**

- Networking and influencing both within and outside the organisation
- Change and improvement – consistently strives to achieve high standards of performance. Responds positively to change by adapting own behaviour/approach.
- Communicating and influencing – Understands how their role contributes to the organisation vision. Communicates confidently and effectively.
- Decision making – Gathers relevant information and uses effective reasoning to make timely decisions.
- Planning and organisation – Prioritises activities and develops plans to achieve them, monitoring own progress. Analyses and organises routine data on a regular basis.
- Delivery and implementation – Gets things done, can be relied upon to deliver and is committed to achieving good quality work to agreed standards.
- Team working – Understands how their work impacts on others. Knows about other parts of the organisation and contributes positively to a global team.

#### **Qualifications and experience:**

- Must have at least a first degree in public health or other related field.
- Computer literacy.
- Extensive working experience, ideally in an INGO setting
- Fluency in English language is essential.
- Excellent communication skills (both oral and written).
- Experience with participatory methods and partnerships.

- Flexibility to work both in a team and independently.
- Technical knowledge in WASH and BCC and/or one or more of the five leading PCT NTDs.
- Experience in project and/or programme monitoring and evaluation.
- Knowledge of the Government health system
- An understanding of and commitment to equality of opportunity for disabled people.

### **Key relationships**

#### **Internal**

- Country Programme Manager/ Country Director and team
- Accelerate Project Director (NTDs)
- Accelerate Deputy Director
- Accelerate Technical Lead
- NTD Technical Adviser Hub (Trachoma and WASH)
- Regional Monitoring Officer

#### **External**

- The Ministry of Health, particularly the National NTD program, Ministry of Education, Ministry of Water and Sanitation, and other related WASH departments
- The MOH Regional Health Directors
- World Health Organisation
- ESPEN
- Consultants
- Other Non-Government agencies

#### **Financial data**

Budget responsibilities: None

Date as of: January 2019