



Photo: David Adams

WASH (Water, Sanitation & Hygiene) Manager

Candidate Information Pack

April 2019

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Role: WASH (Water, Sanitation & Hygiene) Manager
Salary: Negotiable
Hours: Full-time
Location: Manchester, UK
Travel: Frequent travel both UK and overseas, and including weekend working and overnight stays
Deployment: Required to be available to deploy overseas with UK-Med teams

Are you an experienced WASH professional looking for a diverse and exciting role?

UK-Med provides emergency healthcare support in times of crisis and humanitarian emergencies. Since we formed as a charity in 1995, we have responded in a wide variety of humanitarian emergency settings. We work with other agencies to coordinate the UK Emergency Medical Team (UK EMT) – a national programme deploying healthcare services to sudden onset disasters on behalf of the UK Government and working to WHO standards – as well as deploying independently or in collaboration with other humanitarian NGOs. As we strengthen our response capabilities, we are recruiting a WASH Manager to provide technical expertise and leadership.

As WASH Manager, you will ensure that WASH is incorporated across all stages of our health programming. You will have a proven track record in humanitarian WASH/IPC including implementing community-based WASH programmes, hydrology, water quality and testing. Experience of WASH/IPC support during an outbreak would be an advantage.

We offer a competitive salary and benefits along with a friendly working environment and the opportunity to make a real difference through humanitarian work.

How to apply

To arrange an informal discussion about the post, in the first instance please contact recruitment@uk-med.org

To apply, please submit a **current CV** and a **supporting letter (2 pages)** that includes:

- A **detailed** explanation of your suitability for this post with **specific reference to the essential criteria** in the person specification
- Full contact details
- Your current pay grade and salary
- Where you saw this role advertised
- The basis of your right to work in the UK (e.g. British Citizenship, EU Citizenship or working visa)

Applications must be submitted to recruitment@uk-med.org no later than **Thursday 30 May 2019**.

Interviews will be held in Manchester during June 2019.

Please note, UK-Med can only accept applications from people with an existing legal right to work in the UK and we cannot sponsor visa applications.

UK-Med (www.uk-med.org)

UK-Med provides emergency healthcare support in times of crisis and humanitarian emergencies, deploying teams of clinicians (primarily volunteers). UK-Med maintains a register of professional health volunteers and supports them to work in humanitarian settings as required. UK-Med also provides support for training and capacity building for health professionals in developing countries with a particular focus on countries which are vulnerable to humanitarian disaster and crisis. UK-Med was established in 1995 to facilitate the provision of health workers from across the UK to support the hospitals in Sarajevo during the Balkans war.

Subsequently, UK-Med has deployed teams to a range of countries and crises including Cape Verde, China, Gaza, Haiti, Indonesia, Jordan, Kosovo, Pakistan, the Philippines, Sierra Leone and Bangladesh. Our teams have undertaken a range of work on deployment including general medical care, trauma and surgical care, outbreak response and training of local healthcare staff.

UK EMT

UK-Med is contracted by the Department for International Development (DFID) to support the UK Emergency Medical Teams (EMT) initiative. EMTs work under the guidelines of the WHO Classification and Minimum Standards for Medical Teams in sudden onset disasters. Within this, UK-Med maintains a register of volunteer clinicians (including doctors, nurses, pharmacists and paramedics) who are trained and available to deploy to an emergency within 12-24 hours.

READY

READY is a consortium programme designed to strengthen capacity for response to major infectious disease outbreaks or pandemics over three years. It will fill critical gaps in outbreak response capacity and capability by leveraging expertise and best practices across operational, academic, clinical, and communications organizations. The consortium is led by Save the Children and includes Johns Hopkins University (JHU), UK-Med, MERCY Malaysia, and EcoHealth Alliance, and is funded by the United States Agency for International Development (USAID) Office of U.S. Foreign Disaster Assistance (OFDA).

UK-Med Vision, Mission and Values

Vision

Disaster affected populations have equitable access to high quality health outcomes

Mission

To provide high quality essential health care in response to natural and man-made disasters

Values

- Professional – we will seek to ensure our interventions are guided by the highest professional standards and that we deliver high quality programming and assistance
- Accountable – we will strive to be transparent and accountable to our patients, wider beneficiaries, partners and donors
- Collaborative – we will coordinate effectively and actively seek to collaborate with and support other actors

- Effective – we will ensure our interventions are timely, based on robust evidence and reasoning and attain the best possible outcomes
- Flexible – we will ensure UK-Med remains a quick decision maker, attuned to changes in circumstances and able to make the rapid adjustments necessary
- Altruistic – we will ensure UK-Med and volunteers retain the humanitarian imperative at the heart of their work and planning

Overview of the Role

The WASH Manager will work as part of the UK-Med health team which is based in Manchester, UK. The post holder will be responsible for ensuring the WASH and IPC technical oversight of UK-Med's health programmes during a deployment and that WASH and IPC topics are included in all UK-Med's programme and training plans where relevant. They will work on developing SOPs, guidelines and kit and equipment lists for specific deployments, with an additional focus on outbreak response.

The WASH Manager will support the development of the WASH and IPC technical components of the UK EMT, providing quality assurance to the programme as well as technical and operational support when on deployment. This element of the role will involve working across the various UK EMT technical partners and ensuring that the WASH and IPC components of the UK EMT are being maintained and developed.

This role is primarily based in Manchester and will include travel within the UK, including to partner meetings and UK-Med training events. You will be required to travel overseas both in preparation for deployments and in support of deployed teams on specific programmes. There may also be scope for individual deployment in short term technical and consultancy roles.

Job Description



Job Title	WASH Manager
Location	Manchester (with frequent travel)
Duration	Permanent contract
Hours	Full-time
Purpose of role	
To ensure WASH and IPC technical oversight of UK-Med's health programmes during a deployment and that WASH and IPC topics are included in all programme and training plans where relevant.	
Key Responsibilities	
Programme Coordination	
1	Work across the Programmes Team (Logistics, Technical Health, Training) to ensure that WASH and IPC are fully incorporated in to all stages of UK-Med's programme planning, implementation and evaluations
2	Support with the pre-deployment modularization of WASH and IPC kit for UK-Med and the UK EMT
3	Attend relevant working groups and technical meetings as required for the UK EMT from a WASH and IPC perspective and provide technical support and guidance on WASH and IPC across all partners in the UK EMT
4	Ensure that the agreed WASH and IPC standards of implementation are in place across all UK-Med supported programmes with a specific focus on outbreak response
5	Represent UK-Med at the WASH cluster and other relevant international and national WASH and IPC technical platforms
6	Provide regular WASH and IPC updates to other members of the programmes team at the monthly programmes meeting and other fora
Technical Support	
7	Assist with the ongoing improvements and strengthening of WASH/IPC related equipment and ways of working at UK-Med
8	Support the planning and implementation of outbreak response and capacity building across various donor grants and programmes
9	Assist with the development of UK-Med and UK EMT WASH/IPC related SOPs and ensure that WASH and IPC considerations are included in other clinical SOPs and documents as required
10	Ensure that build plans for UK EMT facilities consider the WASH and IPC needs of the clinical team in all stages of the build
11	Provide technical support and oversight across the UK EMT on all WASH and IPC related activities and kit including advice on storage and maintenance of this kit
Training, Capacity Building and Programme Development	
12	Ensure that WASH and IPC are incorporated into all relevant training modules delivered by UK-Med on behalf of the UK EMT or other health partners
13	Develop and deliver a specific WASH and IPC core training module for UK-Med clinicians and other health professionals and contribute expertise to UK-Med and UK EMT training courses
14	Participate in relevant training planning meetings and evaluate WASH and IPC related trainings following their implementation
15	Work with the training team to ensure that there is a clear development plan in place for the health team around mainstreaming WASH and IPC issues into wider health programming
16	Ensure that there is a plan to work with national health systems, local partners and community volunteers in order to support their WASH and IPC needs as much as possible during a humanitarian response
17	Provide specific support around the design, implementation and review of training around

Job Description



	Outbreak Response
Humanitarian Response - UK-Med	
18	Ensure that there is an effective WASH/IPC implementation plan in place for all UK-Med programmes
19	Ensure that the WASH and IPC needs are fully considered in all programme assessments and implementation plans for UK-Med
20	Ensure that protection, dignity, and cultural appropriateness are fully consider in all WASH and IPC activities and facilities
21	Manage supervise and build capacity of the UK-Med Health Team on a deployment in relation to WASH and IPC
22	Liaise with other health partners and with the WASH cluster as required during a deployment, attending coordination meetings and ensuring that the UK-Med response is in linked in with the agreed sector response
23	Assist with development of needs assessments and post deployment evaluations, ensuring that all UK-Med WASH/IPC activities have an appropriate monitoring plan in place to ensure quality and community acceptance
Humanitarian Response - UK EMT Humanitarian Deployments	
24	Ensure that all UK EMT deployments have a clear WASH/IPC implementation and monitoring plan in place
25	Work across partners in the UK EMT to ensure that there is a clear WASH and IPC oversight/supervision function in place across the various components of the programme
26	Conduct regular reviews (water testing, review of function) of the various WASH facilities to ensure that they are being maintained and operated to agreed minimum standards.
27	Facilitate assessments of potential sites to deploy, assisting with set up of the UK EMT field hospital or other health facilities with a particular focus on the location build of WASH facilities and services across the facility
28	Ensure that protection, dignity, and cultural appropriateness are fully consider in all WASH and IPC activities and facilities
29	Ensure accountability, maintenance, security and repair of UK EMT WASH equipment
30	Ensure that the relevant WASH and IPC SOPs are being adhered to across all partners in the EMT for the set-up and implementation of the clinical response
31	Participate in post deployment reviews for the WASH and IPC components of the response
Organisational Research and Lesson Learning	
32	Ensure timely and accurate reporting and documentation of planned and completed WASH and IPC interventions including reporting to donors and other agencies as required
33	Participate in operational WASH and IPC research while on deployment and in after-action reviews as required for UK-Med and the UK EMT
34	Identify potential opportunities for UK-Med to participate in WASH or IPC related research opportunities
Other Duties	
35	Present to external audiences at sector conferences, workshops, donor events etc.
36	Contribute to the development of technical proposals and budgets for new programmes of work
37	Deploy to country programs during emergency responses
38	Other tasks as might be required to ensure effective delivery of UK-Med projects and programmes of work

Qualifications / Professional Memberships		
1	Degree or equivalent qualification in Environmental Health, Engineering or another relevant field	Essential
2	Further qualification(s) in water or sanitation engineering or equivalent	Desirable
Knowledge, Skills and Experience		
3	Significant (likely to be three or more years) humanitarian WASH/IPC experience	Essential
4	Experience implementing community-based water, sanitation and/or hygiene programmes in the humanitarian sector	Essential
5	Experience in hydrology, water quality and testing	Essential
6	Proven experience of managing and supporting staff	Essential
7	Excellent English Language both written and oral	Essential
8	Ability to build successful relationships with a broad range of stakeholders and key partners	Essential
9	Competent computer skills (Windows, Microsoft Office, Spreadsheets, Work Processing, Email) and experience of data management	Essential
10	Experience of providing WASH and IPC services and technical support to health facilities in humanitarian settings	Essential
11	Experience of providing WASH/IPC support during an outbreak	Desirable
12	Ability to engage with community health systems around WASH and IPC systems	Desirable
13	Experience of implementing community-based needs assessments and knowledge and practise assessments	Desirable
14	Experience of conducting WASH IPC community-based needs assessments	Desirable
15	Able to speak French or Arabic to a level sufficient to work effectively in that language	Desirable
16	Experience of working across partners in programme consortia	Desirable
Personal Attributes		
17	Strong interpersonal skills	Essential
18	Strong team working skills	Essential
19	A positive and flexible problem-solving approach	Essential
20	A willingness to undertake frequent travel and work in insecure areas	Essential
21	Able to apply the required technical and professional expertise to the highest standards; promote and share best practice within UK-Med	Essential
22	A good decision-maker, able to take effective, considered and timely decisions by gathering and evaluating relevant information	Essential
23	Willingness to work some weekends and evenings to contribute to deployment preparedness if required	Essential
24	Willingness to deploy with UK-Med overseas deployments as required	Essential

Key terms / benefits



Salary:	Negotiable
Working hours:	You will be required to work the hours as are necessary for the proper discharge of the duties with the notional requirement being 35 hours per working week. Work will normally be undertaken in office hours, Monday to Friday, but some weekend and evening working will be required.
Annual Leave:	25 days per year plus 8 public holidays
Pension:	10% employer contribution, with 5% employee contribution to a specific defined contribution scheme
Deployment:	You will be expected to travel in support of our international programmes of work
Safeguarding:	To ensure the suitability for the role's work with both adults and children, an assessment of suitability to work with these groups will be completed which may include an Enhanced DBS with Barred list check. Suitability for this work is a condition of employment.
Professional requirements:	Membership of professional bodies is not a requirement but may be an advantage
Term of contract:	Permanent