UNITED NATIONS CHILDREN'S FUND
JOB PROFILE

I. Post Information

- **Job Title: Temporary Appointment – WASH Specialist, P3**
- **Supervisor Title/Level: Deputy Representative, Programmes, P4**
- **Organizational Unit: Programme**
- **Post Location: Monrovia, Liberia**
- **Job Level: P3**
- **Contract Type/Duration: Temporary Appointment, six months, January to June 2027**
- **CCOG Code: 1B06e**
- **Functional Code: WSH**
- **Job Classification Level: Level 3**

II. Organizational Context and Purpose for the job

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the Organization does — in programmes, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of society's most disadvantaged citizens — addressing inequity — not only will give more children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

Background
UNICEF Liberia requires strengthened technical and programme support to advance access to safe water, sanitation and hygiene services in communities, schools and health facilities, while reinforcing emergency preparedness, climate resilience, sector coordination, monitoring and partner capacity. The Temporary Appointment WASH Specialist, P3, will provide dedicated support for six months, to help sustain programme delivery, strengthen technical quality, and support key planning, monitoring, reporting and partnership processes.

Purpose of the job: Under the supervision of the Deputy Representative Programme, the WASH Specialist, P3, will provide technical, programme and coordination support to UNICEF Liberia for the development, implementation, monitoring and documentation of WASH and climate-resilient programming. The incumbent will support programme delivery, quality assurance, partner engagement, reporting, resource mobilization inputs and emergency preparedness, ensuring alignment with UNICEF policies, standards and country programme priorities.

III. Key functions, accountabilities and related duties/tasks

Summary of key functions/accountabilities and expected deliverables:

1. **Programme planning and technical support for Liberia**
2. **Programme management, monitoring, reporting and delivery of results**
3. **Technical assistance, quality assurance and operational support**
4. **Humanitarian WASH preparedness, response and climate resilience**
5. **Networking and partnership building**
6. **Innovation, knowledge management and capacity building**

1. Programme development and planning

- Support to update WASH situation analysis inputs, bottleneck analysis, programme priorities and implementation approaches, with attention to water safety, sanitation, hygiene, WASH in institutions and climate-resilient services.
- Provide technical inputs to annual work planning, donor proposals, concept notes, programme reviews and resource mobilization documents for Liberia, ensuring alignment with UNICEF's Strategic Plan, global WASH priorities, country programme documents and government priorities.
- Work with colleagues and partners to discuss strategies and methodologies for the achievement of WASH & Climate results in the country programme.
- Provide technical and operational support throughout all stages of programming processes and ensure integration, coherence and harmonization of WASH with other UNICEF sectors, for the achievement of the WASH & Climate output results.
- Prepare clear deliverables, technical notes and progress updates as agreed, including a brief inception note, monthly progress updates and an end-of-assignment handover note documenting achievements, pending actions and recommendations.

2 Programme management, monitoring and delivery of results

- In collaboration with other external support agencies, strengthen national government WASH and climate sector monitoring systems, with a focus on WASH and climate outcomes and behaviours, using bottleneck analysis tools available in the sector (WASH-BAT, CSOs and SDAs).
- Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with government and other counterparts and prepare reports on results for required action/interventions at the higher level of programme management.
- Monitor and report on the use of sectoral programme resources (financial, administrative and other assets), verify compliance with approved allocations, organizational rules, regulations/procedures and donor commitments, standards of accountability and integrity. Report on issues identified to enable timely resolution by management/stakeholders.
- Prepare sectoral progress reports for management, donors and partners.

3 Technical and operational support for programme implementation

- Actively monitor UNICEF-supported activities through field visits in Liberia, surveys and exchanges of information with partners to assess progress, identify bottlenecks and potential problems, take timely decisions to resolve issues, and/or refer matters to relevant officials for timely intervention.

- Provide technical and operational support to government counterparts, NGO partners, UN system partners and other country office partners/donors on the application and understanding of UNICEF policies, strategies, processes and best practices in WASH and climate resilience, to support programme implementation.

- Participate in WASH and climate programme meetings with government, other sector agencies and implementing partners involved at various stages of programme implementation to review progress and provide expert advice and guidance.

4 Humanitarian WASH preparedness and response

- Prepare requisitions for supplies, services, long-term agreements, and partnership agreements to ensure UNICEF is prepared to deliver on its commitments for WASH and climate resilience in case of an emergency.

- Contribute to humanitarian WASH and climate coordination arrangements to enable an immediate and robust response in an emergency.

- Ensure that all UNICEF WASH & Climate staff are familiar with UNICEF's procedures for responding in an emergency.

5 Networking and partnership building

- Build and sustain close working partnerships with government counterparts and national stakeholders through active sharing of information and knowledge to facilitate programme implementation and build capacity of stakeholders to achieve WASH and climate output results.

- Prepare materials for WASH and climate programme advocacy to promote awareness, establish partnerships, and support fundraising.

6. Innovation, knowledge management and capacity building

- Lead the development, implementation, monitoring and documentation of WASH and climate resilience action research and innovation (technical or systems).

- Prepare learning/knowledge products, covering innovative approaches and good practices, to support overall WASH sector development including climate resilience.

- Participate as a resource person in capacity building initiatives to enhance the competencies of clients/stakeholders.

IV. Impact of Results

The support provided by the WASH Specialist will enable UNICEF Liberia to achieve the WASH and climate resilience output results of its Country Programme Document. This, in turn, will contribute to the achievement of the programme's outcome results. When achieved effectively, these results will improve child survival, growth and development and reduce inequalities.

V. UNICEF Values and Competencies Required (based on the updated Framework)

Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

Core Competencies (For Staff with Supervisory Responsibilities) *

- Nurtures, Leads and Manages People (1)
- Demonstrates Self Awareness and Ethical Awareness (1)
- Works Collaboratively with Others (1)
- Builds and Maintains Partnerships (1)
- Innovates and Embraces Change (1)
- Thinks and Acts Strategically (1)
- Drives to Achieve Impactful Results (1)
- Manages Ambiguity and Complexity (1)

VI. Recruitment Qualifications

Education:	An advanced university degree in one of the following fields is required: public health, social sciences, behavior change communication, sanitary engineering or another relevant technical field. Additional relevant post-graduate courses that complement/supplement the main degree are a strong asset.
Experience:	A minimum of five years of progressively responsible professional experience in WASH-related programmes in developing country contexts is required, including experience in programme planning, implementation, monitoring and reporting. Experience supporting UNICEF or UN programme delivery, government coordination, partner management and donor reporting is highly desirable. Experience in West and Central Africa, including Liberia, is a strong asset. Experience in humanitarian WASH preparedness and response, climate-resilient WASH programming, WASH in schools and health facilities, sector coordination, capacity development and knowledge management are desirable.
Language Requirements:	Fluency in English is required. Knowledge of another official UN language or a relevant local language is an asset.

VII. Technical requirements	
1. Rural water supply for low- and middle-income countries – including climate resilience, water safety, sustainability 2. Rural sanitation for low- and middle-income countries, including sustainability and the application of CATS principles 3. Urban sanitation for low- and middle-income countries, including sustainability 4. Handwashing with soap 5. WASH-in-Schools and Health Centres 6. Menstrual hygiene management 7. National government WASH and climate policies, plans and strategies 8. Analysis of national budgets and expenditure for basic WASH including climate finance, and related advocacy	Expert knowledge of three components and basic knowledge of three components
1. Humanitarian WASH - preparedness 2. Humanitarian WASH - response and recovery	Basic knowledge of both components
1. Humanitarian WASH – coordination of the response	Basic knowledge
2. Programme/project management 3. Capacity development 4. Knowledge management 5. Monitoring and evaluation	Expert knowledge of two components and basic knowledge of the other two components
1. Human rights and WASH 2. Gender equality and WASH	In-depth knowledge

VIII. Child Safeguarding (Please respond with Yes or No)	
Is the role a Representative, Deputy Representative, Chief of Field Office, the Most Senior Child Protection role in the office, Child Safeguarding focal point, or Investigator (OIAI)? *:	No
Is the post a direct contact role in which incumbents will be in contact with children either face to face or by remote communication, but the communication will not be moderated and relayed by another person? *:	No
Is this post a child data role in which incumbent will be manipulating or transmitting personal-identifiable information on children such as names, national ID, location data, or photos? *:	No
The selected candidate for this position will be required to engage with vulnerable children? *:	No