

TERMS OF REFERENCE

JUNIOR PROFESSIONAL OFFICER (JPO)

- JOB TITLE:** JPO, Water and Sanitation Specialist
- UNIT:** Global Water Operators' Partnerships Alliance (GWOPA)-Secretariat
- UN ORGANIZATION:** UN-HABITAT - United Nations Programme for Human Settlements
- LOCATION:** Bonn, Germany
- DURATION:** 2 years with possibility of extension for another year.
The extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance.

Please note that for participants of the JPO-Programme two years work experience are mandatory! Relevant work experience can be counted. In order to assess the eligibility of the candidates, we review the relevant experience acquired after obtaining the first university degree (usually bachelor's degree).

Background Information on UN-Habitat and the requesting Unit GWOPA

UN-Habitat works for a better urban future. Based in over 90 countries, we promote the development of socially and environmentally sustainable cities, towns & communities. UN-Habitat strives for adequate shelter with better living standards for all.

Urbanization is happening at a phenomenal rate. Half of the world's population now lives in cities, and this is projected to increase to two-thirds by 2050. Cities face massive environmental, socio-economic and spatial challenges. Although they can be a hub for economic development, cities can also exacerbate inequalities. Today, many urban residents lack water, sanitation, energy, and public transport. With no land security, many cannot access affordable, adequate homes, jobs, schools, and healthcare.

UN-Habitat, the United Nations Programme for Human Settlements, was mandated by the UN General Assembly in 1978 to address issues of urban growth. We collaborate with governments and local partners to define the urban vision of tomorrow.

At UN-Habitat, we believe cities can solve many of the challenges our world faces. As a centre of excellence and innovation, we support countries and cities in taking advantage of the opportunities urbanization offers. Our high impact projects combine world-class expertise and local knowledge, and provide achievable, customizable, and scalable solutions to the toughest urbanization problems. We want to ensure cities become inclusive and affordable drivers of economic growth, social development, and environmental change.

While there has been progress in extending access to water and sanitation services in recent decades, 2.1 billion people still cannot count on contamination-free water, available on premises whenever they need it, and 4.5 billion still lack sanitation systems that protect them from

disease. High water losses, poorly designed tariffs and poor billing, and collection systems contribute to financial problems that worsen infrastructure and services and further exclude those without access. Sanitation services and wastewater treatment are generally inadequate or non-existent, and many utilities rely on diminishing sources of water. Compounded by antiquated and wasteful linear approaches to urban water management, poor governance and weak management, financial and operational approaches, many service providers are unable to confront the widening scope of social and environmental challenges before them.

For the many people that lack access, ensuring the “availability and sustainable management of water and sanitation for all” is an urgent priority. But it is also a requirement for achieving all of the 2030 Agenda for Sustainable Development Goals, from peace to prosperity. Thus, water and sanitation service providers play a significant role in reaching all of the SDG 6 targets.

Water Operators’ Partnerships (WOPs) are peer-support exchanges between two or more water operators, carried out on a not-for-profit basis, with the objective of strengthening their capacity, enhancing their performance, and enabling them to provide a better service to more people. WOPs have a proven track record and can be highly cost-effective.

The Global Water Operators’ Partnerships Alliance (hereinafter referred to as “GWOPA”) is a network of partners committed to helping water operators help one another improve their capacity to provide access to water and sanitation services for all. GWOPA’s Secretariat is managed by UN-Habitat from its office in Bonn. GWOPA counts amongst its members utility associations on all continents, representing thousands of water utilities, regional development banks, international financial institutions, labor unions, civil society organizations, development partners, and learning institutes. GWOPA’s goal is to scale-up effective WOPs by creating awareness about WOPs, producing and sharing knowledge and tools, and rallying the funds and political backing to enable effective WOPs practice. GWOPA is ultimately contributing to the Sustainable Development Goals, specifically Goal 6 on water, and Goal 11 on urbanization, as well as helping to realize UN General Assembly Resolution 64/292 on the Human Right to Water.

Duties, responsibilities, and output expectations

Within delegated authority, the JPO will be responsible for the following duties:

- A. *Harmonization of international approaches for WOP-building among different donors, Knowledge Management, and Advocacy (60%)*
 - Conducting interviews with WOPs practitioners and other stakeholders;
 - Helping identify and build collaboration with partner institutions and organizations to develop tools;
 - Surveying and assessing existing knowledge and knowledge products being used to support the implementation of WOPs, including financial and legal mechanisms and other types of mechanisms;
 - Identification and evaluation of partnership approaches and respective methodologies for WOP-building used by different partner organizations. This may include an analysis of methodologies for a) stakeholder engagement processes, b) knowledge transfer in partnerships and c) intercultural learning processes;
 - Identification of factors associated with successful and effective partnerships and development of best-practice recommendations;

- Synthesis and update of GWOPA knowledge tools accordingly to findings that result from the accomplishment of the previous tasks;
- In coordination with other donor programs supporting WOPs outreach, develop new communication products or tools to help broaden the outreach of WOPs tools and practitioners' community. Contribute actively to the interregional communications of the WOPs initiatives, in order to create and moderate online communities of practice through GWOPA's collaborative platform;
- Contribute to the development of training kits and deliver training on WOPs and partnering processes;
- Contribute, jointly with BMZ-funded stakeholders and other partners, to a further conceptual development of the WOPs approach in terms of financial independence and sustainability;
- Contribute to the development of proposals to donors upon request;
- Support the broader work of GWOPA and contribute to different reporting mechanisms on the implementation of GWOPA's Strategy.

B. Closer coordination with different WOPs Initiatives: (40%)

- Assist, through the guidance of the responsible Head of Programme, in the formulation and implementation of GWOPA's Work Plan and Strategy 2019-2023;
- Provide any relevant and requested assistance for the implementation of the new Euro Water Operators' Partnerships Programme (EU-WOP). The new programme, aimed at helping utilities in developing countries meet the SDGs provides support to water utilities from Europe to mentor their peers in developing countries and will be managed by GWOPA;
- Identify synergies and potential for closer coordination among different European initiatives for WOPs, including national programmes in Germany (funded by BMZ) and e.g. the Netherlands;
- Help GWOPA develop agreements with mentors' utilities and provide technical assistance and guidance to the utilities in the implementation phase, including administrative tasks such as the management of collaboration agreements, monitoring, and documentation of the projects.

Supervision and methodology of supervision

The direct supervisor and first reporting officer (FRO) will be the Programme Management Officer in charge of GWOPA.

The Chief Urban Basic Services Section UN-Habitat will be the 2nd reporting officer (SRO).

The JPO will develop an annual work-plan during the first weeks of the contract under the guidance of the supervisor. This work-plan will be entered in the online UN-Habitat portal Inspira and will be the reference for the evaluation of the performance of the JPO. As any other member of the team, the JPO will report weekly on the work assignment during the weekly team

meetings. After 6 months of service, a mid-term evaluation will be conducted by FRO and SRO and reflected in Inspira.

Training and Learning Elements

Training

The incumbent will be encouraged and supported to engage in technical or general training and learning activities provided remotely by UN-Habitat, or at external conferences and training events and electronic courses.

GWOPA will provide an internal training to the incumbent on the different tools and training material developed by the Secretariat.

Learning elements:

After one year, the JPO will:

- Have an extensive knowledge of capacity-building needs of utilities from the Global South;
- Be fully conversant on WOPs mechanisms: how to broker, plan, monitor, and evaluate WOPs and on general capacity-building projects for water and sanitation utilities;
- Understand the modalities of interaction and cooperation of the international development community in the water and sanitation sector, and especially within the UN system;
- Have developed the ability to work in an international team and multi-cultural environment.

Work implies frequent interaction with the following:

The JPO will work in coordination with other units of the UN-Habitat Urban Basic Services Section (transport, solid waste management, energy and water and sanitation), and may engage with other areas of UN-Habitat in the formulation, implementation and monitoring of strategic initiatives, such as flagship programmes. The JPO will also establish and maintain good working relationships with counterparts in relevant UN entities, in particular UN-Water members including UN Environment, WHO and UNICEF.

In addition, the work implies close coordination with other international donors, among others government and non-government institutions of Germany and other countries, to align partnership approaches and stimulate synergies among the different WOPs-promoting institutions (national and local governments, non-governmental and civil society organizations, workers' unions and private sector entities).

Results Expected:

Contribute to the realization of the organization's overall vision, mission, objectives, and focus areas in achieving sustainable water supply and sewage disposal through sound and substantial inputs to sector policy, strategy development, advocacy, programme design, and implementation aligned to local, national, and regional priorities.

Significant contribution to GWOPA's global advocacy and knowledge management initiatives through a closer coordination with key German, European (and international) partners and initiatives.

Assist member States in improving human settlements conditions, through effective sharing of information on trends and policies, local and national human settlement conditions, within the context of the principles and commitments of the New Urban Agenda, Work Programme and the new UN-Habitat Strategy.

Competencies and Qualifications:

Education: **Master's degree** in water and urban studies, geography, political sciences/international studies, development or physical sciences relevant to development, water and basic urban services.

Experience: A minimum of two years of progressively responsible experience in human settlements projects and programmes. Proven experience in urban water and sanitation services, project/programme design and implementation with the UN or other international agencies will be an asset. Field experience in developing countries a big plus.

Language: Fluency in English as one of the working languages of the UN Secretariat (both oral and written) is required; Knowledge of another UN official language is an advantage.

Competencies:

- **Professionalism:** Ability to critically analyse complex stakeholder engagement processes and their impact on transnational learning processes. Ability to identify key strategic issues, opportunities and risks. Ability to perceive, develop, and promote coherent links between the organization's strategy and those of other partners. Demonstrated ability to provide innovative input in operational management and good judgment in negotiations and decision-making. Capacity to work under stress and tight deadlines.
- **Communication:** Sufficiently demonstrated ability to articulate and communicate complex concepts, ideas, and messages to a wide variety of audiences. Ability to adapt different media and tools and state of the art IT possibilities to debate, learning, and capacity-building. Listening skills and openness to sharing ideas.
- **Teamwork:** Work collaboratively with colleagues to achieve organizational goals; solicit input by genuinely valuing others' ideas and expertise; willingness to learn from others; place team agenda before personal agenda; support and act in accordance with final group decisions, even when such decisions may not entirely reflect own position.

- **Planning & Organizing:** Develop clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocate appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently. Strong ability for resource allocation and management in a competing situation and ability to rationalize and work in resource-constraint situations.
- **Creativity:** Actively seek to improve programmes or services; offer new and different options to solve problems or meet client needs; promote and persuade others to consider new ideas; take calculated risks on new and unusual ideas; thinks “outside the box”; take an interest in new ideas and new ways of doing things; not bound by current thinking or traditional approaches.

**Bitte senden Sie Ihre JPO-Bewerbung direkt an das
Büro Führungskräfte zu Internationalen Organisationen (BFIO)**

Alle Informationen finden Sie unter www.bfio.de