

## Indicative Terms of Reference Sanitation Advisor (SA)

### BRIEF EXPLANATION OF ROLE

The Timor-Leste Rural Water Supply and Sanitation Program (RWSSP), known by the Tetum acronym BESIK, is funded by the Government of Australia through AusAID. BESIK provides assistance to the Government and civil society organisations of the Democratic Republic of Timor-Leste for the development of rural water supply, sanitation and hygiene (RWASH) sector. The Managing Contractor for BESIK is IDSS, in partnership with GHD.

There have been significant achievements in the Timor-Leste Sanitation Sector over the past 2 years, with a National Sanitation Policy in final draft, the piloting of Total Sanitation in at least 5 districts and increased resourcing by the GoRDTL to Sanitation.

The Sanitation Advisor (SA) will be work with two Ministries: the Department of Sanitation (Ministry of Infrastructure) and the Department of Environmental Health (Ministry of Health) to support the development of rural sanitation sector in Timor-Leste. The SA will provide technical advice and assistance to support sanitation, hygiene and environmental health interventions. The position will provide support and advice for the overall coordination and implementation of sanitation interventions, and collaboration among key stakeholders (including other relevant ministries, NGOs, CBOs, multilateral agencies) at National level.

**Responsible to:** Program Team Leader (PTL)

**Works with:** Designated counterparts in the Ministry of Health and Ministry of Infrastructure, The BESIK WASH BCC Adviser and the BESIK Environmental Health Advisor (EHA) on a day to day basis. Other long and short term advisors and national staff as required

**Duration:** January 2011 to June 2012

**Location:** Dili, Timor-Leste with regular travel to the Districts

### KEY OBJECTIVES OF THE POSITION

With Ministry of Infrastructure (Department of Sanitation) and Ministry of Health (Department of Environmental Health) counterparts:

- Provide technical assistance and support to National and District level staff responsible for sanitation programming and integration of RWASH service delivery;
- Facilitate and support the dissemination of the National Sanitation Policy and development of a National Sanitation Strategy, Sanitation and Hygiene guidelines which guide sanitation, hygiene and environmental health programs;
- Provide support for and strengthen sanitation programming and integration of sanitation into other MoH health programs and other implementing partner programs (e.g. UNICEF, NGOs, CBOs); to inform innovative demand-driven sanitation strategies and development of behaviour change interventions (e.g. total sanitation approaches including CLTS, sanitation marketing, adapted PHAST approaches) integrating gender throughout;
- Consult with key stakeholders/managers within the Ministry of Health and other Ministries including Ministry of Infrastructure, Ministry of Education, Ministry of State Administration, and other implementing partners such as UNICEF, NGOs and CBOs and promote collaboration among the parties;
- Coordinate, facilitate and provide support for research and other communication of sanitation initiatives with a strong gender focus;
- Identify core sanitation advocacy concerns, including resource requirements and contribute key messages to broader advocacy initiatives of other partners in particularly access to women and vulnerable groups including those living with disability;

- Identify and develop opportunities for skills development of personnel engaged in Sanitation programming and RWASH service delivery;
- Provide assistance to District-based training and supervision initiatives related to community based and participatory approaches to sanitation programs;
- Provide support and technical assistance with the development and implementation of planning and budgeting;
- Provide support for sector coordination mechanisms, including the National Sanitation Working Group;
- Establish and maintain monitoring and reporting system of programs, and ensure adequate monitoring mechanisms are in place to review the impact of sanitation interventions;
- Collaborate, liaise and work closely with other RWSSP Advisors, to ensure effective communication, coordination and results from RWASH initiatives;
- Ensure the promotion of gender equality through all sanitation initiatives
- Comply with all program operational, administrative and contractual requirements; and
- Other duties as may be required by and in agreement with the Program Team Leader.

## **SKILLS AND EXPERIENCE**

### **Required:**

- An advanced degree in a relevant field; eg. Public Health, Civil or Public Health Engineering, Health Promotion, Environmental Health;
- Experience working in the RWASH sector, with total sanitation programs and behaviour change communication initiatives such as CLTS and sanitation marketing;
- Experience working with Government Administration; Experience working with and providing support to a national counterpart(s);
- Experience in sanitation or public health programs. Experience of mainstreaming gender and working with disability is an advantage
- Experience with supporting policy development, developing guidelines and reference materials;
- Experience in networking and maintaining relationships across a range of stakeholders and of varying skill levels;
- Demonstrated experience of working effectively with a team of international consultants; and
- Excellent communication skills in a cross-cultural environment.

### **Desirable:**

- Advanced experience designing implementing scaled-up total sanitation programs
- Experience in policy and planning and an understanding of budget and revenue systems in developing nations;
- Proficiency in language other than English – particularly Tetun, Portuguese, Bahasa Indonesia;
- Work experience in East Timor;
- Experience working and delivering results in an AusAID-funded project;

## **PERSONAL ATTRIBUTES**

It is essential that the Sanitation Advisor can establish effective working relationships with the full range of key stakeholders, including senior government officials, national staff, Program Officers, and staff of development agencies. The key personal attributes include:

- Sensitivity to and ability to act appropriately in the Timorese culture;
- Demonstrate capacity to work well with others particularly peers in team settings and informal situations;
- Ability to work according to agreed principles and model the desirable behaviours including cooperation, a focus on the wider goals and able to handle conflict appropriately and constructively;
- Flexibility, responsiveness, discipline and patience; and
- Commitment to engaging communities and civil society in processes leading to policy and operational reforms