VACANCIES

It’s hard to believe that today millions of Malawians still don’t have safe water and decent sanitation, resulting in immense suffering, disease and loss of productivity. WaterAid’s vision is of a world where everyone has access to safe water and sanitation. By 2030, we want everyone in Malawi to have clean water, sanitation and hygiene. We believe that sustainable development cannot be achieved in Malawi without the attainment of rights to water, sanitation and hygiene for all.

Do you want to be part of the team that will make this change happen?

WaterAid is looking for experienced individuals to play a vital role in contributing towards our mission to transform lives with safe water, sanitation and hygiene in Malawi’s unserved communities. The following positions are tenable in Lilongwe.

i. **Programme Manager (Universality)**

Reporting to the Head of Programmes, the position is responsible for leading the Universality Programming (covering both Kasungu Rural and Urban WASH programmes). This role requires developing and implementing comprehensive integrated WASH projects in Kasungu that encompass strategic WASH governance for inclusive and sustainable WASH service planning and delivery; promoting district-wide access to safe and gender-responsive WASH services and solutions, and empowering citizens to assert their rights to WASH. This role will ensure that the Universality programme remains coherent, integrates policy and practice and develops its initiatives on integration with the health, education and nutrition sectors among others. Additionally, the position will drive the relevance of programme interventions, approaches, and partnerships, and generate evidence to influence policy and practice beyond Kasungu district.

To be successful, you’ll need:

- A bachelor’s degree in Development Studies or Engineering or Water Resource Management from a recognised university or professional qualifications in civil engineering, water and sanitation, and environmental management. A master’s degree in Development Studies, Engineering or other related fields will be an advantage.
- At least five (5) years of experience in programme planning, development and management at the managerial level.
- Should be willing to operate in Kasungu.
ii. **Learning, Research and Programme Accountability Manager**

Reporting to the Head of Programmes, the role aims at leading on programme planning, monitoring, evaluation, quality assurance, reporting, research, learning, knowledge management and documentation in the Country programme. The Learning, Research and Programme Accountability Manager will provide strategic leadership in the execution of WaterAid Malawi’s programme effectiveness and support functions and provide guidance for programme and project development ensuring that WaterAid’s programming approaches are effectively utilised. The Manager will ensure that global standards on programme quality, planning, monitoring, evaluation and reporting are applied across programmes/units and will head a unit which will provide appropriate technical and advisory leadership and support to the country programme. The Manager will also collaborate with internal teams (WaterAid Malawi, the UK, the regional office), stakeholders, and external partners to promote a culture of learning, evidence-based decision making, and continuous improvement.

To be successful, you'll need:

- A bachelor’s degree in Development Studies, Social Science, Statistics, or comparable qualifications, a master’s degree in Development studies or a related field is preferable.
- At least 5 years in a programme effectiveness role in a complex development organisation.
- Strong analytical and conceptual thinking skills and ability to gather, synthesise complex data and use critical information to achieve organisational ends.
- Demonstrated ability to facilitate and manage the research agenda of the organisation.
- Strong planning, monitoring, evaluation and reporting abilities.

iii. **Communications Manager**

Reporting to the Head of Policy and Advocacy, the Communications Manager will be responsible for creating and leading a communications strategy that focuses on and maximises key moments to influence to elevate attention to the WASH crisis in the Country Programme. The role will identify which communications channels are most likely to reach the target audience and maximise impact through effective messaging and timing. This work will help WaterAid Malawi achieve its mission of bringing safe water, safe sanitation and good hygiene to everyone everywhere in line with Sustainable Development Goal 6.

To be successful, you'll need:

- Degree in communications or similar relevant discipline, a Master’s degree in Communications or relevant development field will be an added advantage.
- Minimum of five (5) years working in a communications role with at least two (2) years in a senior role.
- Ability to lead on the effective, strategic roll out of a communications strategy that is able to maximise opportunities and influence change.

iv. **Technical Manager**

Reporting to the Head of Programmes, the Technical Manager’s role is pivotal in leading and shaping WaterAid Malawi’s technical work and fostering collaboration with sector actors in driving the WASH agenda in the country. The role is also responsible for developing models and innovations for WASH service delivery of the CP aims. To ensure the utmost quality and compliance, this role ensures that infrastructure and behaviour change programmes adhere to WaterAid's rigorous programme quality standards, governmental requirements, and global WaterAid recommended guidelines. Collaboration will be crucial to this position, necessitating close coordination with other Programme Managers to foster synergies and drive collective impact.

To be successful, you’ll need:

- Bachelor’s degree in Civil Engineering, Environmental Engineering, or a related field and a Master's degree in Water Supply, Water Resources Management or Sanitation will be an added advantage.
- Proven experience (5 years) in managing WASH projects, preferably in development and humanitarian contexts.
- Proven experience in designing and implementing large-scale WASH facilities suitable for a wide range of contexts
- Solid understanding of quality requirements for technical service delivery to be successful, you’ll need:

v. **Financial Management Specialist**

Reporting to the Head of Finance & IT, the overall purpose for the Financial Management Specialist (Grants & Partners) role is to provide support to the Country Programme on finance functions relating to restricted grants and management of sub-grants to other partner organisations. The role acts as a finance business partner for project management teams, funding teams and other stakeholders’ including key teams in partner organisations and is aimed at ensuring that management processes for restricted funded projects (bid development, planning, implementation, reporting and project audits) are performed in compliance with donor/grant requirements and WaterAid policies. The position also ensures that risks to WaterAid emanating from sub-grant partnerships are kept to acceptable levels in line with WaterAid policies and donor requirements.

To be successful, you'll need:

- Bachelor’s Degree in Accountancy or equivalent accounting qualifications from recognized institutions.
Professional accounting qualifications (such as ACCA, ICAM or CIMA) and a member of an internationally recognized professional accounting body such as ICAM and ACCA.

Five years post qualification experience, two of which must be on financial management for restricted grants.

Experience in managing complex grants (such as those funded by USAID, EU, GAC, GIZ etc).

vi. **Finance Manager**

Reporting to the Head of Finance & IT, the role is to support the Head of Finance & IT in all financial management activities of WaterAid Malawi Country Programme (CP). This position will prepare accurate and complete financial reports of all WaterAid Malawi activities in compliance with WaterAid accounting policies & procedures and relevant donor requirements. The position will also have an oversight role on all finance activities relating to the CP Operations including coordinating capacity building programmes for the CP budget holders and staff.

To be successful, you’ll need:

- Bachelor of Accountancy Degree or equivalent accounting qualifications from recognized institutions.
- Professional accounting qualifications (such as ACCA, ICAM or CIMA) and a member of an internationally recognized professional accounting body such as ICAM and ACCA.
- Minimum of 5 years post qualification experience, of which at least 3 years must be at middle management level. Must also have a minimum of 3 years’ people management experience.

For a detailed job profile, please visit WaterAid website, [www.wateraid.org/mw](http://www.wateraid.org/mw)

**How to apply?**

Interested applicants should send their current CV with names of their three most recent referees and a motivation letter to recruitmentmw@wateraid.org by 10th October 2023.

*WaterAid is committed to ensuring that wherever we work in the world there is no tolerance for the abuse of power, privilege or trust. WaterAid reinforces a culture of zero tolerance towards any form of inappropriate behaviour, abuse, harassment, or exploitation of any kind. The safeguarding of our beneficiaries, staff, volunteers and anyone working on our behalf, is our top priority, and we take our responsibilities extremely seriously. All staff and volunteers are required to share in this commitment through our Global Code of Conduct.*