



## Job Vacancy

**Position:** WASH/Community Health Officer  
**Location:** Voinjama/Zorzor, Lofa County.  
**Duration:** 9 Months  
**Reports to:** Health Program Manager

### BACKGROUND

Founded in 1933 at the request of Albert Einstein, the International Rescue Committee (IRC) ([www.Rescue.org](http://www.Rescue.org)) helps people whose lives and livelihoods are shattered by conflict and disaster, to survive, recover and gain control of their future. The IRC responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. At work today in over 42 countries and 22 U.S. cities, we restore safety, dignity and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home.

IRC has worked in Liberia since 1996 and is one of the largest humanitarian actors in the country. In Lofa County the IRC is partnering with the Ministry of Health to deliver the Essential Package of Health Services.

### OVERVIEW

The WASH/Community Health Officer will be responsible for assisting in the project implementation, coordination, and monitoring, including reporting back to the Ministry of Health. S/he will work closely with other IRC staff as well as the County and District Health Teams, staff at IRC-supported facilities, and community health assistants, supervisors, and volunteers to:

1. Promote access to Basic WASH Services at the health facilities and in the catchment communities;
2. Improve health of the community by increasing access/coverage of basic preventive, promotive and curative health services in the community in line with Essential Package of Health Services model.

### ROLES AND RESPONSIBILITIES

#### Technical WASH

- Supervise the contractors assigned to build/rehabilitate IRC contracted work (e.g. boreholes, latrines, bath shelters, etc.) and report any issues or obstacles faced during construction and proposed solutions in accordance to IRC procurement policy.
- Minor repair of hand pumps, incinerators, placenta/sharp pits, at facility level
- Ensure adequate, safe and quality water supply for the health facilities at all times during the project implementation.
- Regular supervision and mentoring of WASH committees in collaboration with Lofa County Health Team
- Quarterly water quality testing and analysis at all 40 health facilities in collaboration with Lofa County Health Team and PMU
- To sensitize the community on their contribution and responsibility towards water sanitation and hygiene promotion activities and facilitate advocacy activities to solicit community support at all levels.

### **Technical Community Health**

- Support the community to complete all community initiated projects on time
- In collaboration with Lofa County Health Team work with community health assistants and volunteers in the community on disease prevention and health promotion
- Work with community health assistants to provide community based family planning services
- Ensure regular supervision and reporting by community health assistants on all community related services on monthly/quarterly basis
- Support monthly community meetings for the community health assistants, TTMs and HFDC with minutes taken and follow up on the action points
- Work with health facilities to ensure adequate liaison with community activities

### **Effectively Communicating process, progress, and vision**

- Routinely track progress towards project objectives and highlight challenges and gaps in internal monthly reports.
- Ensure all reports are timely and concise as well as use relevant and specific data to demonstrate progress and explain challenges.
- Ensure reports and information about the program is shared with supervisors and staff as well as other IRC departments and partners when appropriate to ensure cross sectional collaboration within the organization and other stakeholders
- Ensure that all MoH/FARA reporting requirements are met and that reports are timely, data specific, and of a high quality
- Coordinate with the PACS project

### **Systematic Monitoring & Evaluation**

Work with M&E team to ensure that systems to monitor progress towards indicators are developed and incorporated in all activities

### **QUALIFICATIONS, SKILLS, EXPERIENCE:**

#### Professional qualifications

- A University degree in civil engineering/water/environmental management, or related discipline preferred

#### Working qualifications

- At least **three (3) years** related WASH experience ideally in an NGO-development oriented setting
- Experience working with community health structures in provision of promotive, preventive and curative health services.

#### Other qualifications

- Clear understanding of institutional WASH and the Liberian Community Health National Policy
- Good interpersonal and team building skills;
- Valid driving permit and ability to ride motorcycle
- Excellent problem solving skills and good interpersonal communication skills
- Demonstrated Knowledge of project management
- Demonstrated supervisory and leadership skills
- Fluency and strong writing skills in English;
- Proficient in Microsoft Word, Excel, Outlook and PowerPoint

*The IRC and IRC workers must adhere to the values and principles outlined in IRC Way – Standards for Professional Conduct. These are Integrity, Service, and Accountability. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.*

Application (CV and motivation letter) should be sent by email to [IRCLiberia.Recruitment@rescue.org](mailto:IRCLiberia.Recruitment@rescue.org). Please indicate WASH/Community Health Officer as subject of your email. Hard copies can be addressed to “The Human Resource Coordinator-IRC Liberia, and our field offices in Lofa, Bong, Sanniquellie. Only applicants respecting the rules will be considered by the system.

**Deadline for submission of application is September 25, 2017 @ 4:00 PM**