



# Job Description: Project Manager - Social & Institutional Specialist

## About WASH Institute

Water, Sanitation and Hygiene Institute (WASH Institute), established in 2008, is a non-profit organization, dedicated to providing practical solutions to tackle a wide range of water, sanitation, hygiene and environmental issues in India and the neighbouring countries. WASH Institute aims to build the capacities of the sector through programs that provide a) training and academic courses, b) technical advisory and consultancy services, and c) grass roots community WASH programs.

WASH Institute has been conducting extensive training programs for government functionaries, private sector professionals, NGOs, and other practitioners with the objective of effective WASH implementation across the country under its WASH Academy vertical. In addition, our academic campus offers Diploma and Master level courses in sanitation, under affiliation to a leading university.

As part of our WASH Advisory vertical, we provide technical support services to central, state, and local governments in both urban and rural areas to support implementation of Swachh Bharat Mission (SBM) and Jal Jeevan Mission (JJM). Our community WASH vertical is executing WASH infrastructure for underserved communities in 17 locations across 8 states and 1 Union Territory in India.

We are a multi-disciplinary team that tackle complex multi-faceted problems of behaviour change, quality of service, and sustainability of WASH interventions. We are looking for experienced professionals to work with us towards our vision of “a world where all the communities have access to safe, protected and sustainable drinking water and sanitation services, with improved hygiene practices”. We are looking for experienced professionals to join our vibrant team.

## About Project

WASH Institute has been providing technical assistance (TA) to Ministry of Housing and Urban Development (MoHUA) since 2015 for the implementation of Swachh Bharat Mission-Urban (SBM-U). With the funding support from Bill & Melinda Gates Foundation, in its third phase of the TA support, WASH Institute is assisting the ministry to implement SBM 2.0. The objective of SBM 2.0 is to enable 4000+ cities in India to become ODF++ through three key initiatives: a) Toilet 2.0; b) Manhole to Machine hole; and c) Used Water Management (UWM). While the UWM initiative seeks to ensure safe management of used water and other two initiatives aim to mechanize & professionalize sanitation service delivery (Manhole to Machine hole) and redefine inclusive and sustainable sanitation (Public and Community toilets) in India. SBM 2.0 seeks to take urban India to the next level of ‘Swachhta’.

In collaboration with MoHUA and the foundation, WASH Institute is executing a workplan for 2023-24 on the three initiatives to accelerate implementation of SBM 2.0. The workplan will design and implement the three components in ten towns and lessons learnt will inform policy/strategy changes for the implementation of SBM 2.0

for 4000+ cities in India. The project will develop sets of documents (guidelines, tenders, etc.) to propel other cities in the path of safe and sustainable sanitation.

<b>Position</b>	<b>Project Manager – Social &amp; Institution Specialist</b>
Number of vacancy	01
Location	Delhi/Flexible location, with willingness to travel
Desired Qualification and Experience	Post-graduate or higher degree in social sciences / urban planning / management / Engineering/Development studies with 7-10 years of experience
Type of employment	Contract
Duration of contract	Project specific or one year, whichever is higher with possibility of extension

### **Key Roles and Responsibilities:**

The Project Manager – Social & Institution Specialist will be an integral part of project team and will lead the team in developing and implementing social and institutional development strategies. S/he shall report to the Senior Project Manager and Director, WASH Institute and support the Project Team on project related activities and any other operations and development across the Institute’s focus areas. The detail roles and responsibilities are:

- Building and managing the project team, providing guidance and support, and fostering a collaborative and productive work environment;
- Liaising with Local/State level officials including other sectoral/parastatal agencies and project partners as and when required;
- Developing plans, strategies and timelines in collaboration with project team for all the project cities/towns in the three initiatives - a) Toilet 2.0; b) Man to Machine hole; and c) Used Water management and ensure the strategies are aligned with social and institutional development goals;
- Actively visiting field/project towns, identifying data points, interacting with local communities, contributing to evidence-based decision-making and project improvement;
- Providing support to capacity building team in identifying capacity gaps and developing high-quality training materials and facilitate effective learning in social and institutional development;
- Ensuring adherence to quality standards and best practices in social development. Conducting regular reviews and quality checks to assess project outputs and deliverables;
- Actively participating in meetings, workshops and coordination forums and stay updated on entire project progress;

- Preparing project reports and communicating project status, achievements, and challenges to stakeholders and senior management; and
- Supporting and rendering services as needed to the Project Team in the completing of project deliverables.

### **Preferred Qualification and Experience**

- Post-graduate or higher degree in social sciences / urban planning / management / Engineering/Development studies with a minimum of 7-10 years of experience.
- Having managed teams for at least 3 to 5 years.
- Experience in designing of institution framework or strong understanding of institution framework of Urban Local Bodies in India.
- Experience and/or knowledge of sanitation workers is highly desirable.
- Relevant work experience with government / semi-government / autonomous organizations / NGOs is preferred.
- Strong ability to interact with multi-disciplinary team of experts /consultants and facilitate oral and written communication.
- Maturity and confidence in dealing with the staff of government institutions at state and city level.
- Ability to manage team, prioritize tasks, and meet deadlines.
- Attention to detail and strong analytical skills to interpret field data accurately.
- Knowledge of issues in liquid waste management and SBM 2.0 is desired.
- Good command in English and Hindi with excellent writing and speaking skills in English.
- Understanding of water and sanitation sector with strong interest to work in the sector is desired.

### **How to Apply?**

Please share your response to <https://forms.gle/oiEg1HX4ipZHntMg7> on or before June 18<sup>th</sup>, 2023. Only shortlisted candidates will be contacted.

***WASH Institute is an equal opportunity employer and encourages women candidates to apply. WASH Institute does not discriminate candidates based on age, caste, class, sex, gender, religion, nationality, ethnicity, disability, and health.***