



**REGIONAL PROGRAMME OFFICER (RPO),
GLOBAL WATER PARTNERSHIP SOUTHERN AFRICA**

Job Title: Regional Programme Officer

Duty station: GWPSA Secretariat - Pretoria, South Africa

Report to: The Senior Programme Manager (GWPSA)

INTRODUCTION

The Global Water Partnership Southern Africa is a regional, neutral multi-stakeholder platform (of over 300 institutions), which launched in 2000. The mission of GWP SA is to support the sustainable management and development of water resources at all levels.

The GWP SA since its inception has worked in partnership with SADC Secretariat and member states. GWPSA's programmatic support to SADC and its IWRM and development priority frameworks, addresses interventions and linkages at multi-levels – i.e. regional, basin, national and local levels.

The partners in GWPSA group themselves at country level into 'country water partnerships' (CWPs) to promote the implementation of IWRM and there are 12 CWPs in the SADC region.

Job purpose:

To coordinate and implement the regional GWPSA programme's projects and activities through the Partnership (in particular the Country Water Partnerships - CWPs) in line with GWPSA's vision, mission and strategic goals, in the SADC regional, basin, national and local contexts.

Key Performance Areas:

- ❖ Implement (and support the development of) regional IWRM programmes through GWPSA partners, RTEC, strategic allies and mandated institutions – working closely with SADC, RBOs and national ministries and stakeholder groups
- ❖ Actively supports and engages with GWPSA's CWPs (Country Water Partnerships) working with national stakeholders to develop and implement their country programmes, activities and proposals as well as implement the national activities in the regional programmes and projects on IWRM (including local IWRM development projects, national and regional dialogues, focused on prioritized themes based on development challenges (for example water security and climate resilience, water economics and financing, integrated land and water management, ecosystem management etc.) to harness and generate information, facilitate effective stakeholder engagement and capacity building towards effective and sustained developmental impact at local, national, basin and regional levels, through IWRM.
- ❖ Develop and implement IWRM and Climate Change Adaptation projects at local, national, transboundary and regional level which aim to put IWRM into practice, for development and in the context of climate change adaptation and resilience building

Main Duties and Responsibilities

- *Develops, plans, implements and monitors regional projects* (working with Senior Programme Manager, SADC, River Basin Organisations, Country Water Partnerships and national stakeholders) that address certain development challenges – through an IWRM approach
- Working closely with the programme teams and Knowledge Management and Communication Officer (KM&CO), coordinates key *knowledge management* activities (source, access, synthesise, organise and disseminate, monitor use and ensure feedback into projects and the organisation) in and from projects in the GWPSA and Pan-African programme
- Support Partner institutions on Training on and use of the *IWRM ToolBox* - the GWP knowledge management tool. The RPO also identifies and coordinates information on regional, national and local IWRM cases as input into the ToolBox, working closely with the PDA.
- Learn, strengthen and promote *stakeholder engagement* techniques, methodologies and processes
- Supports development of targeted *Capacity Building Projects* (towards achieving GWPSA programme goals and strengthening the CWPs) in collaboration with various regional and national IWRM capacity building institutions and networks – such as WaterNet and its country nodes/focal points in the SADC member states for promoting a deeper understanding of IWRM amongst practitioners.
- Supports the countries in the development of, planning and organisation of *National Multi-stakeholder* dialogues with the CWPs, national ministries and the Senior Programme Manager and the Partnership Development Officer
- Supports the Senior Programme Manager in developing and implementing relevant and necessary capacity building and development plans with strategic partners (such as WaterNet and CapNet) for specific GWP SA and Africa programmes
- Supports the Senior Programme Manager in the Regional (SADC) and Continental (Africa) programme planning and implementation
- Support the Senior Programme Manager and KM&CO to develop programme and project work plans, progress reports, workshop reports and other relevant technical Tools and key documents and ensure these are shared with CWPs and GWP-Africa Regions
- Support the Senior Programme Manager in the planning and preparation of GWPSA and Africa programme Technical Coordination workshops including input into agenda and preparation workshop reports
- Supports the Senior Programme Manager in the GWPSA Programme development and management (planning, human and financial resource allocation, high quality execution and delivery on time and within budget , reporting)
- Supports the GWPSA Executive Secretary and Senior Programme Manager in resource mobilisation for regional programmes and in the development of new organisational strategies
- Undertakes any other tasks as requested by the Regional Executive Secretary.

Qualifications, Qualities, Skills, Abilities and Experience

- An advanced degree (Masters or equivalent) in natural science related to water and/or development studies
- At least 5 years' project management (results-based) experience working in the SADC region and an in-depth understanding of the SADC region, particularly in relation to Water, natural resources management, climate change impacts and socio-economic development issues;
- A comprehensive understanding and commitment to the GWP and in particular - GWPSA's Vision, Mission, goals and work ethic

- Active knowledge of key role players and stakeholders in water, land, climate, development, environment institutions in the countries, region and continent (including national development planning departments and local governments)
- An understanding of development issues in Africa is an added advantage.
- Proven high level of knowledge about international and political issues in the region related to water management and development, natural resource management and sustainable development;
- Knowledge management - experience in knowledge brokering providing a link between producers and users of water, climate and development information and Affinity for learning, sharing and using knowledge
- Experience in planning and execution of capacity building and delivery of relevant training courses. Experience working with WaterNet member institutions in the SADC region is an asset.
- Demonstrated fundraising, budgeting and programme planning abilities and past performance, including experience of development and successful marketing of project proposals with donors, and subsequent delivery and reporting;
- Familiarity with established and emerging technical thematic and stakeholder engagement approaches, methodologies and processes; and demonstrated experience in organising and facilitating policy dialogues at all levels
- Excellent written, oral, fluency in English as the main working language is essential. Knowledge of French/or and Portuguese is an asset.
- Fully computer literate - skilled in using office applications - MS office (word, excel, power point, project) and email applications.
- Flexibility, creativity and effectiveness in working collaboratively in a multi-cultural network environment
- Proactive approach to meeting deadlines and delivering results with limited supervision
- Outstanding interpersonal and teamwork skills
- Ability to manage multiple responsibilities simultaneously
- Affinity for learning, sharing and using knowledge
- Flexibility in fast paced environment of ambiguity, rapidly changing priorities and tight deadlines;
- A willingness to work non standard hours and/or occasional weekends
- Be willing to travel frequently

Recruitment Process

Interested candidates should send their CVs and personal motivation letters to the **'Regional Executive Secretary- GWPSA'**, by **email** entitled 'REGIONAL PROGRAMME OFFICER' to r.beukman@cgiar.org with a copy to t.gandanzara@cgiar.org. Applications should reach the Regional Executive Secretary by 17.00 (South African time) on **Friday 17th August 2012**.

*This call is open to any individual in the Southern Africa region, with a **nationality of one of the SADC member states**.*

Please note only short-listed candidates will be contacted.

GWPSA looks forward to receiving your applications.