

Annex I: Terms of Reference for a Programme Officer- Tunis based

Job title:	Programme Officer (and AIP WACDEP-G Tunisia Project Coordinator)
Reports to:	Deputy Regional Coordinator for Diversity (and AIP WACDEP-G Programme Manager)
Duty station:	Tunis, with international travel
Occupation:	Full time engagement
Contract duration:	From recruitment date and until end 2022, with potential renewal
Application by:	Sunday, 6 June 2021

1. Scope of the position:

Reflecting priorities of the [GWP Strategy 2025](#), thematic agendas addressed by the Global Water Partnership-Mediterranean (GWP-Med) include, but are not limited to:

- Water solutions for the Sustainable Development Goals, including
 - Water Governance & Financing
 - Water-Energy-Food-Ecosystems Nexus
 - Source-to-Sea, including IWRM/Integrated Coastal Zone Management/Integrated Groundwater Management
 - Technical Water Solutions (including Non-Conventional Water Resources Management)
 - Water-Employment-Migration
- Climate Resilience through Water
- Transboundary Water Cooperation

Furthermore, GWP-Med addresses three cross-themes areas:

- Engaging the private sector;
- Contributing to gender equality;
- Mobilising youth for water security.

Aligned and contributing to the GWP Strategy 2025, the [African Investment Programme \(AIP\)](#) includes three interrelated strategic objectives:

- a. Mobilise high level political commitment and finance for investments in water security to support regional and national development, industrialisation and job creation
- b. Catalyse climate resilient Action and gender transformative investments in water security
- c. Accelerate transaction management capacity, knowledge, Learning and project preparation

AIP is implemented through three interrelated Sub-programmes as follows:

- a. AIP Water Climate Development and Gender Transformation (AIP WACDEP-G)
- b. AIP investments in SDGs on water-energy-food security, regional value chains and industrialisation (AIP SDG WEF Investments)
- c. AIP Transboundary Water Governance and Investments (AIP Transboundary Waters)

The AIP-WACDEP-G sub-programme takes a gender-transformative approach to address a specific gender gap at the systemic level: Across Africa, planning, decision-making and institutional processes are not gender-transformative; they reflect the structurally embedded cultural norms, practices and gendered power relations.

Brief information on AIP and AIP-WACDEP-G are presented at the end of this document.

GWP-Med is seeking to recruit a Programme Officer (PO) to:

- act as the AIP WACDEP-G Project Coordinator for Tunisia, contributing to the implementation and further development of the Climate, Water and Gender portfolio in the country and -as/if needed- beyond.
- assist implementation and further develop of additional GWP-Med thematic and work agendas in Tunisia, North Africa and overall MENA countries, as delegated.

The PO would:

- work under the guidance of and report to the overall (North Africa and Tunisia) AIP WACDEP-G Project Manager and Deputy Regional Coordinator on Diversity.
- work in close collaboration with the AIP WACDEP-G Gender Advisor and Project Officer.
- be part of the GWP-Med Operations Department, collaborating closely with other GWP-Med theme leaders and project managers.
- collaborate closely with the GWP-Med Finance & Administration and Communications Departments on respective matters.
- work closely with and represent, as delegated, GWP-Med to authorities, donors and stakeholder partners in the country and beyond.
- manage external experts, according to work agendas and related project(s), with priority those related to AIP WACDEP-G Tunisia Project.
- possibly manage future GWP-Med staff members, according to needs.

The position requires multi-tasking abilities, managerial and delivery capacity, diplomatic skills, and attention to detail and timelines. Functions to be serviced require ability to analyse, design, implement, monitor, report and follow-up multi-level political and technical processes and activities, in a proactive manner; and, ability to prioritise and work under pressure.

The ideal candidate would be someone who enjoys developing, managing and delivering, taking on accountability and pro-actively moving agendas. We are looking for a professional who is active and passionate, *bringing in the organisation experience particularly on Climate Resilience, Water Security and their elements related to Gender and Socio-Economic issues, with solid knowledge of the Tunisian context and partners.*

Knowledge of MENA and Euro-Mediterranean Cooperation political, policy and technical agendas on Integrated Water Resources Management (IWRM) and Water-Energy-Food-Ecosystems Nexus are important. Duties include national and international travel (upon conditions allowing).

2. Duties and responsibilities

The PO would be responsible for the day-to-day coordination and management of the delegated AIP WACDEP-G Tunisia portfolio and delivery of its outputs, assisted by other staff members as relevant, and managing external experts. Her/His work should ensure that action lines produce aimed results, to the required standard of quality, within the specified timeframe and budget.

More specifically, duties and responsibilities include:

a. AIP WACDEP-G Tunisia Project Development

- Lead the development of the AIP WACDEP-G Tunisia Project

- Develop the detailed project workplan and –under the guidance of the overall AIP WACDEP-G Programme Manager- coordinate the national budget and resource mobilisation plan for the activities in Tunisia.
- Identify national opportunities for AIP programme development, as well as opportunities at regional and country levels that are relevant and useful for WACDEP-G.
- Lead the development of concept notes and proposals for resource mobilisation to ensure full operationalisation of the AIP Tunisia.
- Coordinate and manage the AIP Tunisia project portfolio and the staff appointed to support its implementation.

b. AIP WACDEP-G Tunisia Project Implementation

- Lead the implementation of the Country AIP WACDEP-G Project for Tunisia.
- Guide the undertaking of country situational analysis (climate resilience, water security, gender equality, stakeholder/institutions and related areas) to identify entry points for the AIP WACDEP-G project at country level.
- Guide the undertaking of capacity needs assessment for Tunisia.
- Develop detailed programme work plan, budget and capacity building plan for AIP WACDEP-G Tunisia Project.
- Identify opportunities for programme development and lead the development of concept notes and proposals for resource mobilisation to ensure continuity of WACDEP-G in Tunisia.
- Coordinate project activities and involve various stakeholders at various levels in the country.
- Coordinate administrative, logistics and financial support to project activities.
- In close coordination with the Tunisian Focal Point, mobilise partners that will be engaged in programme implementation, including the selection and implementation of a demonstration project in Tunisia.
- In close coordination with the Tunisian Focal Point, establish relationships with relevant government and non-government actors such as organisations dealing with gender, climate, water, finance and planning.
- Lead capacity building activities of the project, and facilitate policy level engagements with support from the Project Manager.
- Promote a Gender Transformative approach in relevant water/climate programmes/projects in Tunisia.
- In close coordination with the overall AIP WACDEP-G Programme Manager, provide guidance to consultants' engaged during the implementation of the programme.

c. AIP WACDEP-G Tunisia Project Monitoring, Reporting and Evaluation

- Prepare and submit to the Programme Manager in a timely manner, brief monthly programme implementation progress updates, as well as quarterly and annual narrative reports.
- Assist, as needed with project evaluation and audit processes.
- Work closely with the Programme Manager, the Gender Advisor and the Tunisia Project Officer.
- Exchange, as needed, with other regions for consistency of monitoring, reporting and evaluation.

d. Knowledge management and communication

- Capture key programme outputs/outcomes and lessons to be generated from the processes and activities of implementing the programme.
- Develop knowledge material (technical notes, articles, fact sheets, programme briefs, etc) based on the results and lessons from project implementation.
- Facilitate the sharing of lessons among stakeholders in Tunisia.
- Work closely with the cross-cutting, knowledge management and communication teams at GWP-Med.

e. Other duties

- Support implementation of AIP WACDEP-G at pan-African level with guidance from GWP-Med and GWP Africa Coordination Unit (CU), including participation at the regular online meetings.
- Assist with requests that may come from GWP-Med and CU.
- Participate in GWP-Med Programme coordination meetings (physical and online).
- Ensure the Tunis Office operations, in cooperation with Finance & Administration and the Executive Secretary/Regional Coordinator.
- Act as resource person in capacity building, knowledge sharing events and other relevant activities in relation to GWP-Med's work, aligning with the GWP Strategy, GWP Gender Strategy¹ and the Gender Action Piece². As needed, represent GWP-Med in Tunis and beyond, as delegated.
- Support and contribute with forging strategic partnerships and explore synergies with other organisations for collaboration at national level and provide guidance and technical input where necessary, for programme development and resource mobilisation efforts.
- Contributes in global and inter-regional GWP agendas, undertaking actions delegated for effective delivery of GWP-Med objectives and within GWP-Med rules and procedures.

3. Competencies

Core competencies

- Able to coordinate well with diverse individuals and teams and to negotiate effectively with colleagues and stakeholders to achieve results.
- Applies principles of ethics, integrity, transparency and non-discrimination and follows the organisation's ethos.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Treats all people fairly without favouritism.
- Fulfils all obligations to gender sensitivity and zero tolerance for sexual harassment.
- Committed to the Vision and Mission of GWP.

Functional competencies

- Strong technical and managerial skills for substantive project implementation.
- Strong analytical, writing, reporting and presenting abilities.
- Strong interpersonal skills, communication skills, ability to manage staff.
- Demonstrated diplomatic and negotiating skills.
- Openness to change and ability to receive/integrate feedback.
- Ability to work under pressure and stressful situations.

¹ GWP Gender Strategy: https://www.gwp.org/globalassets/global/gwp-sam_files/publicaciones/estrategia-gwp/gwp-gender-strategy.pdf

² GWP Gender Action Piece <https://www.gwp.org/globalassets/global/about-gwp/publications/gender/gender-action-piece.pdf>

4. Qualifications

Required

- Advanced university degree in development studies, social sciences, political sciences, gender studies.
- At least 8 years of proven professional experience in areas related to the post around policy analysis, stakeholders engagement and capacity building in Tunisia, including at least 3 years of work experience in project management.
- Has or is eligible to acquire a work permit in Tunisia.
- Excellent oral and written communication skills both in English and French.
- Able for international travelling.
- Fluency in PC use (internet, word, excel, presentations, database).

Desired

- A qualification in the field of sustainable development or natural resources management, would be an asset.
- Understanding of the financial needs and aspects for implementing international processes, notwithstanding SDGs and Paris Agreement.
- Command of Arabic is an asset.

Further information on AIP and AIP-WACDEP-G

A. Africa Water Investment Programme (AIP)

In February 2019, the Governing Council of the Africa Ministers Council on Water (AMCOW) adopted a decision for the transformation of Africa's water investment outlook through increased partnerships and implementation of an African Water Investment Programme (AIP).

The Ministers commended the efforts of the Global Water Partnership (GWP) and partners, 'to establish, through the AIP, a partnership to release Africa's development potential to achieve both the Africa Union Agenda 2063 in collaboration with AU, AMCOW, NEPAD Agency, Africa Development Bank (AfDB) and Africa Water Facility (AWF)'. The Ministers called for continued cooperation of GWP and partners to implement the AIP and AMCOW Strategy 2018-2030 in pursuit of the vision of a water secure Africa.

In response to the Ministers' decision, the Africa Water Investment Programme has been developed by GWP and partners to accelerate the preparation of climate resilience water investments in Africa and enhance job creation through scaled up gender sensitive investments in water security and Africa's industrialisation. AIP will also support Africa's efforts to achieve the SDG 2030 Agenda and the Paris Agreement on Climate Change.

AIP will be implemented by GWP in collaboration with key partners such as AUDA-NEPAD, AMCOW, AfDB, AWF and others. AIP will strengthen the business case for investments in water security and support the preparation of bankable projects as instruments to stimulate transformative economic growth, address the root causes of migration and youth unemployment. AIP will contribute to the goals of the AU Agenda 2063 'the Africa We Want' and the AfDB High Five Priorities and objectives of the Africa Continental Free Trade Area (AfCFTA) brokered by the African Union (AU) and signed by 44 of the 55 AU member states.

At a global level, AIP is part of the International Decade (2018-2028) for Action – ‘Water for Sustainable Development’ adopted in 2016 by the United Nations General Assembly ‘to help put a greater focus on water’.

AIP also responds to the recommendation of the High level Panel on Water (HLPW) set up by the World Bank and UN. In March 2018, recognising the critical water security challenge Africa faces and mounting investments needs, the High-Level Panel on Water established by the World Bank President and UN Secretary General called for the launch of an Africa Water Investment programme (AIP). The HLPW was co-convened in 2016 by UN Secretary General and World Bank President to provide the leadership required to tackle one of the world's most pressing challenges – an ever-growing water crisis. The Panel identified ways in which the world could accelerate progress towards ensuring availability and sustainable management of water and sanitation for all (SDG 6). The HLPW membership comprised of 11 sitting Heads of State and Government from Australia, Bangladesh, Hungary, Jordan, South Africa, Mauritius (co-chair), Mexico (co-chair), Netherlands, Peru, Senegal and Tajikistan; and a Special Advisor.

The goal of the Africa Water Investment Programme is to transform and improve the investment outlook for water security and sustainable sanitation for a prosperous, peaceful and equitable society. AIP aims to leverage \$30 Billion in investments, by 2030, towards SDG 6 implementation. The overall objective is to enhance job creation through gender sensitive investments in water security, industrialisation and climate resilient development.

AIP will promote job creation through gender sensitive investments in water security, industrialisation and climate resilient development and support efforts towards universal access to safe water and safely managed sanitation.

AIP includes three interrelated strategic objectives aligned to the GWP 2020-2025 Strategy ‘Mobilising for a water secure world’ as follows:

- a. Mobilise high level political commitment and finance for investments in water security to support regional and national development, industrialisation and job creation
- b. Catalyse climate resilient Action and gender transformative investments in water security
- c. Accelerate transaction management capacity, knowledge, Learning and project preparation

The programme will be implemented through three interrelated Sub-programmes as follows:

- a. AIP Water Climate Development and Gender Transformation (AIP WACDEP-G)
- b. AIP investments in SDGs on water-energy-food security, regional value chains and industrialisation (AIP SDG WEF Investments)
- c. AIP Transboundary Water Governance and Investments (AIP Transboundary Waters)

The AIP implementation will initially focus on support to the AIP WACDEP-G and its scope will be later expanded to all AIP sub-programmes, once resources become available.

B. AIP Water Climate Development and Gender Transformation (AIP WACDEP-G)

The AIP WACDEP-G sub-programme takes a gender-transformative approach to address a specific gender gap at the systemic level: Across Africa, planning, decision-making and institutional processes are not gender-transformative; they reflect the structurally embedded cultural norms, practices and gendered power relations.

The goal of the AIP WACDEP-G is to ensure that the preparation, development, design, governance and management of ongoing and new climate resilient water infrastructure investments, institutions and job creation interventions strategically advance gender equality. The overall objective is to transform gender inequalities at scale by promoting gender-transformative planning, decision-making and institutional development for climate resilient water investments in Africa. The sub-programme is expected to be a 'game changer' across the water sector and beyond, addressing gender inequalities across Africa by taking a gender-transformative approach to development at the water and climate interface. The envisioned system-wide transformation will be achieved by influencing country-wide processes for water infrastructure investments in 18 countries and 5 river basins across Africa. The sub-programme will support and benefit 3.6 million people over the course of 6 years. Targeting to influence \$1 billion of gender equal and climate resilient investments from public and private sources.

The expected outcomes of the programme are:

- Gender-transformative structures, institutions, policies and/or plans for climate resilient water investments and jobs are put in place and implemented.
- Capabilities and motivation of planners to enable gender-transformative planning and design of climate resilient investments developed.
- Embedded gender inequalities in accessing services, control of resources and/or assets are addressed at the local level.
- Gender-transformative projects are implemented and inequalities related to climate vulnerability are addressed.

Implementation of AIP WACDEP-G (first phase: 2020-2022) started on 1st April 2020 in 5 countries and 5 transboundary basins. The programme will be implemented in Central Africa Region (Cameroon and Lake Chad Basin); in Eastern Africa Region (Uganda and Kagera/Lake Victoria Basin); in North Africa Region (Tunisia and Basin tbc); in Southern African region (Zambia and Zambezi River Basin); and in West Africa Region (Benin and Volta Basin).