



## Terms of Reference

### WASH Assistant

**Position:** WASH Assistant

**Location:** Rajapur and Madhuwan Municipalities, Bardiya District

**Application Deadline:** July 31, 2020

**Probation Period:** 3 months

**Duration of Contract:** One year with the possibility of extension

**Gross Salary:** NRs. 17,182 per month (Gross)

#### **Background:**

Sonaha Bikash Samaj (SBS) is going to implement WASH in School Project in Rajapur Municipality and Madhuwan Municipality of Bardiya district under the funding of Good Neighbors Japan. The major aim of this project is to improve health and learning performance of students through improved WASH practices from 2020 to 2022.

#### **Scope of Work**

WASH Assistant is responsible for day to day management of the field level activities regarding Health and WASH (Water, Sanitation and Hygiene) focusing the holistic development of Health and WASH related activities in the community. S/he reports to the Assistant Project Officer (APO).

#### **Major Duties and Responsibilities**

1. Ensure all the POA activities are done within the stipulated time and budget.
2. Ensuring coordination, build and strengthen strategic linkages, relations, collaborations and networks with other Health and WASH partners to increase Health and WASH services coverage.
3. Engage in the preparation and contextualization of training and educational materials for Health and WASH activities.

4. Conduct WASH Education sessions at school and community focusing on IEC/BCC (Information Education Communication/Behavior Change Communication) at local level.
5. Involve in awareness raising programs at school and community level focusing mobilization of S-WASH-CC/ PTA, child club and others related to water and sanitation program.
6. Make a record of activities conducted and report on weekly and monthly basis.
7. Collect, compile and report field level data related to Health and WASH.
8. Assist in monitoring and evaluation activities and development of reports highlighting progress of implementation and recommending key areas requiring improvement.
9. Reporting Health and WASH activities from the implementation area, capturing the data required for reporting and documenting success stories, innovations and best practices.
10. Attend meeting of R/M/W-WASH-CC (Rural/Municipality/Ward Water, Sanitation and Hygiene Coordination Committee), and develop activity execution plan.
11. Support R/M/W -WASH-CC to monitor 6+1 indicators of Total Sanitation.
12. Form/reform S-WASH-CC (School Water, Sanitation and Hygiene Coordination Committee) at all schools and ensure its active functioning in maintaining WASH facilities at school.
13. Perform any other task as assigned by supervisor.

### **Qualification and Desired Expertise**

#### **Education**

- 10+2 in health education or related subject

#### **Experience**

- Three years' experience in relevant field.
- Knowledge of community health.
- Experience in social mobilization.
- Preference will be given to person holding valid two wheelers license.

---

#### **NOTES:**

- Locals, especially women and members of ethnic or marginalized communities are encouraged to apply for this position.
- Applications received after the closing date will not be considered and only shortlisted candidates will be notified for the interview.
- Canvassing at any stage of the recruitment process shall lead to automatic disqualification of the candidate.