



**MINISTRY OF WATER, SANITATION
AND IRRIGATION**



WATER SECTOR TRUST FUND

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JOB VACANCIES – ONE (1) YEAR TEMPORARY POSITIONS: SENIOR ENVIRONMENTAL SPECIALIST & SENIOR MONITORING & EVALUATION OFFICER

Water Sector Trust Fund (WaterFund) is a State Corporation under the Ministry of Water, Sanitation and Irrigation and established under the Water Act, 2016, Section 113, with the mandate to provide conditional and unconditional grants to the Counties and to assist in financing the development of and management of water and sanitation services in the marginalised and underserved areas.

1. SENIOR ENVIRONMENTAL SPECIALIST

Background

The Ministry of Water, Sanitation and Irrigation with Water Sector Trust Fund (WaterFund), Water Resources Authority (WRA) and Regional Centre on Groundwater Resources formulated a programme dubbed “Horn of Africa Groundwater for Resilience Programme (HoAG4RP)” to be funded by World Bank. The programme will be implemented in the five counties of Turkana, Marsabit, Wajir, Mandera and Garissa.

The Programme objective is to increase the sustainable management and use of groundwater by beneficiary groups in the Horn of Africa. In Kenya, the program focuses on:

- (a) Aquifer systems with regional and transboundary implications in the Kenya ASAL, and;
- (b) Drought-affected communities within NEDI counties bordering with Ethiopia and Somalia.

In order to implement the above, WaterFund is seeking to recruit a Senior Environmental Specialist on a one-year temporary basis whose task will be to

support the implementation of Environmental Safeguards at the Institution and the five implementing counties. A successful candidate will work within a team led by a Project Coordinator and composed of a host of other specialities. The details of duties and responsibilities are outlined herein below.

Purpose

The job holder is responsible for Overseeing, guiding implementation of environmental instruments for the Horn of Africa Groundwater for Resilience Programme including developing tools, and training other institutions involved in the project at national and county levels. The job holder is also responsible for providing technical support to enhance capacity of the internal staff in the environmental field.

Job Description

- a) Monitor projects milestones against work plans and budgets and other project priorities.
- b) Mentor, coach and ensure training of staff.
- c) Guide, review and quality control all Environmental instruments prepared for the projects and all subprojects i.e. Screening reports, Environmental and Social Impact Assessments (ESIAs), Environmental and Social Management (ESMPs) etc; to improve quality of the output consistent with the Terms of Reference (ToRs), project ESMF, World Bank Environmental and Social Standards, project ESCP and applicable national laws, legislation and regulations;
- d) In line with the project ESMF, provide guidance to the task team and prepare internal environmental and social guidelines for the preparation, implementation, monitoring and reporting of environmental and social risks
- e) Provide input to Contractor selection processes, ensuring that the Environment, Health and Safety aspects are included into the bidding and contract documents
- f) Prepare Environmental health and Safety templates/tools for monitoring project activities
- g) Review and provide comments to the Contractor's Environmental and Social Management Plan and associated plans and determine their adequacy and level of implementation;
- h) Update the Environment and Social Management Plans prepared under the project as necessary;
- i) Conduct regular routine field visits to assess and monitor Environmental Health and Safety (EHS) compliance where construction and civil activities are ongoing and at contractor's facilities to monitor EHS compliance;
- j) Evaluate the risk and impacts of the project activities related to the environment, health, safety and security of the surrounding communities and establish preventive and control measures consistent with the ESMP and good international good practice;

- k) Reviewing documentation pertaining to environmental and social compliance (including quarterly project progress reports, Environment and social reports, grievance logs, incidents and accidents log etc during project implementation;
- l) Follow up with the implementing entities and contractors and ensure the Environment, Health and Safety actions agreed by the Joint Implementation Missions of the World Bank and MoWSI are implemented;
- m) Contribute to project progress reports pertaining to overall implementation of environmental and social requirements of the project;
- n) Assist Project Coordination Unit (PCU) in resolving E&S issues in case of non-compliance as well as any environmental grievances, and where needed, participate in undertaking root cause analysis and preparing a time-bound E&S action plan with specific follow-up indicators.
- o) Prepare quarterly Environmental Health and Safety monitoring reports and submit to the MoWSI and the World Bank.
- p) Participate in writing and analysing safeguards sections of the project progress reports to the Bank;
- q) Prepare training materials and conduct safeguards training workshops to WaterFund, County Sub-Project Implementation Unit and Contractors;
- r) The Environment specialists will be required to attend to any other duty as may be assigned by the Project Team Leader;
- s) Initiate preparation of programme schedules and budgets including expected safeguards documents for the project.
- t) Prepare safeguards proposal budgets;
- u) Follow up on financial audits and closure of audit queries.
- v) Implement programme risk framework.

Qualifications

- a) Bachelor's Degree in Environmental Science, Engineering, community development, social work or related field)
- b) Training on the World Bank's ESF and resettlement and land acquisition
- c) Supervisory course lasting not less than two (2) weeks from a recognised institution;
- d) Membership of relevant professional body, where applicable, in good standing.
- e) Be a registered Lead Expert in Environmental Impact Assessment (EIA) registered with NEMA and/or the Directorate of Occupational Safety and Health Services (DOSHS);

Previous relevant work experience required

- a) At least 4 years relevant work experience in the Public Service or Private Sector
- b) At least 5 years' experience in developing and implementing social safeguards and ESF on World Bank projects or similar multilateral agencies;
- c) Have a broad understanding of the National Environmental Laws, Policies, regulations and the World Bank Environmental and Social Framework (ESF);
- d) Knowledge and onsite practical experience of assessing environmental and occupational health and safety risks and hazards related to construction and operation of water and sanitation projects;
- e) Excellent communication/interpersonal skills and ability to work harmoniously in teams, government officials and communities;
- f) Proficiency in computer applications

Duration of the assignment

This is a temporary position for a period of one year **with a possibility of extension depending on availability of funds.**

2. SENIOR MONITORING & EVALUATION OFFICER

Background

Water Sector Trust Fund (WaterFund) in its newly Revised Human Resource Policy Instruments established a Strategy, Planning, Monitoring and Evaluation Division within the Planning and Quality Management Department with expanded key functions. In order to deliver on the expanded functions and operate optimally, WaterFund requires to recruit a Senior Monitoring & Evaluation Officer on temporary basis for a period of one year.

Purpose

The Job holder is responsible for implementation of monitoring and evaluation functions of the WaterFund in order to ensure efficiency and effectiveness implementation of projects and programmes for realisation of value for money.

Job Description

- a) Participating in the preparation of policy position papers;
- b) Providing inputs in the preparation of institutional work plans and budget;
- c) Preparing quarterly, biannual and annual reports for the division;
- d) Participating in the development and review of the Fund's Strategic Plan;

- e) Developing the corporate performance contract and guiding its implementation;
- f) Participating in preparing, quarterly, semi-annual and annual cooperate performance report;
- g) Contributing to the development of the Fund's Master-plan;
- h) Providing technical support on project design and development to the programme teams;
- i) Developing and operationalising monitoring and evaluation tools for programmes and projects;
- j) Taking lead in field data collection for baselines for WaterFund projects for effective monitoring and evaluation;
- k) Undertaking programmes monitoring and evaluation (including spot checks and value for money);
- l) Participating in mid-term, end-term and impact assessment of the Fund's programmes;

Qualifications

- a) A Bachelor's degree in Economics, Statistics, Project Management, Development studies, Business Administration, Monitoring and Evaluation or equivalent qualification from a recognised institution;
- b) A minimum period of four (4) years relevant work experience;
- c) Proficiency in computer applications
- d) Membership of relevant professional body, where applicable, in good standing

Duration of the assignment

This is a temporary position for a period of one year **with a possibility of extension depending on availability of funds.**

HOW TO APPLY

Interested and suitably qualified candidates should submit their applications with the job title clearly marked on the envelope to the address below. The candidates can also submit applications on-line using the email stated below and quoting the position applied for.

Interested candidates may obtain further information from the WaterFund website <https://waterfund.go.ke>. The application should include a cover letter demonstrating why you are the best suited candidate, curriculum vitae, copies of your academic / professional certificates and other testimonials. One should also include details of telephone contacts, email address, current position / expected remuneration, and three (3) referees including one academic and two professionals.

The applications shall be addressed to:

**The Chief Executive Officer,
Water Sector Trust Fund,
1st Floor, CIC Plaza 1, Mara Road, Upper Hill,
PO Box 49699-00100, Nairobi.
hr@waterfund.go.ke**

So as to be received not later than **5.00 pm** on **11th April 2023**.

Water Sector Trust Fund is an equal opportunity employer. Women, Persons with Disabilities and Youth are encouraged to apply.

WaterFund is the Winner of prestigious 2021 United Nations Public Service Awards (UNPSA). For more information, see:

<https://waterfund.go.ke/2021unpsa>

For WaterFund's complaints and access to information procedures and redress mechanisms, kindly follow the link: <https://waterfund.go.ke/access2info>

WaterFund is ISO 9001:2015 Certified by KEBS