



Job Description

1. Introduction

Job title	Manager-Policy (Sanitation)
Grade	4
Location	Country Office (New Delhi)
Reporting to	Head of Policy
Reporting from	None

2. Context

Jal Seva Charitable Foundation (JSCF) is registered in India as a not for profit company under Section 25 of the Companies Act, 1956. JSCF is an associate member of WaterAid International and uses the brand name 'WaterAid' in India. WaterAid's mission is to transform the lives of the poorest and most marginalised people by improving access to safe water, sanitation and hygiene. WaterAid India's goal is to "Make Water Sanitation and Hygiene (WASH) poverty history in the country".

WaterAid began working in India in 1986. WaterAid India (WAI) focuses on the poorer states in the country to better target India's most vulnerable communities. The head office is in New Delhi. WaterAid India also has Regional Programme Offices in Bhopal, Bhubaneswar, Hyderabad and Lucknow. We currently work in 11 states in the country.

WAI's Programme focus in the next five years is on promoting and securing rights and access to safe water, improved hygiene and sanitation for the poor in particular through direct services and millions more through our influencing work.

3. Purpose

WaterAid India has a Policy Unit that conducts/supports studies and advocacy initiatives leading to development or improvement of national and state level policies of the central and state governments, towards improving access, availability, quality and sustainability of water, sanitation, and hygiene (WASH) related programs and services. Further, the unit also aggregates experiences from WaterAid's programmes to identify policy or structural barriers to change and emerging

priorities for policy work. Currently WaterAid India is looking for a Policy Manager who will lead the policy work around the theme “sanitation”.

4. Responsibilities

Key Responsibilities envisaged for the position are as follows:-

- Lead and articulate WaterAid India’s work on policies around Sanitation and linked themes, both in rural and urban contexts, using research, evidence-based advocacy and other engagement strategies. The focus will broadly include policies and programs on community’s (particularly the marginalized) access to safe sanitation, toilets and toilet technologies, solid and liquid waste management, faecal sludge and septage management, behaviour change and capacity building for sanitation and monitoring/evaluation of sanitation, in rural, peri-urban and urban settings. These should be within the inclusive and rights based framework that WAI follows, and based on the principles of protecting, preserving and conserving water and environment.
- Prepare analysis of sanitation related policies, including from other country contexts but relevant for India, and identify critical policy engagement and advocacy areas and priorities; lead or support development of engagement or advocacy plans, strategies, key policy asks and briefs, etc, on those identified areas.
- Develop research concepts, proposals and protocols on critical policy themes and topics that are relevant for advancing the sanitation agenda as per the WAI strategic framework; lead or support the conduct of research; disseminate results widely within WaterAid India and externally through appropriate measures to all critical audiences; and follow up and coordinate knowledge translation and policy uptake measures.
- Liaising with all nodal programs, departments and ministries of the Government(s) related to the thematic area; providing necessary support to them and establishing coordination mechanisms for achieving the strategic goals and priorities related to sanitation. Represent WAI’s role as development partner, as necessary, in the concerned ministries and departments.
- Articulate WaterAid India’s position with other prominent organisations and think tanks working in the WASH and linked sectors and build network spaces and common ground on strategic themes
- Identification of critical policy areas issues and asks on Sanitation and allied sectors for WaterAid’s regional and state offices; guiding or supporting them to effectively take these forward with relevant sector players.

- Providing appropriate policy support and guidance to the programme implementation processes in various WaterAid India intervention states on sanitation and allied themes.
- Organise meetings, conferences, seminars, and workshops on various policy issues and themes as required.
- Represent WaterAid India in media platforms as well as in the district, state, regional, national and international level policy and knowledge platforms and events, as required.
- Set up and manage partnerships that are relevant for advancing the policy agenda and plans.
- Prepare terms of reference for bringing in relevant skills and competencies required for fulfilment of specific tasks; engage and manage consultants for specific technical tasks wherever required and ensure desired outcomes.
- Supporting resource mobilisation initiatives to take forward the relevant policy work on sanitation and allied themes. This will include leading or supporting development of project proposals and grant applications.
- Support other functions within WaterAid India, with relation to the advancement of policy work on sanitation.
- Other responsibilities related to the thematic area, as assigned by the reporting authorities from time to time.

5. Eligibilities and requirements

- Educational Qualifications
 - Post graduation (or equivalent) qualification from reputed institutions in relevant areas such as: public policy, water/natural resource management, environment, public health, development studies, social sciences, economics, engineering; PhD in any linked theme and additional trainings/qualifications on water, sanitation, hygiene or on environmental issues will have an added advantage;
- Experience
 - Over 10 years of relevant work experience in similar organisational/functional context, in case of candidates with PhD on relevant topics from reputed institutions, we may consider some relaxation on experience.
- Other Desirables:
 - Comprehensive understanding and scientific outlook on contemporary national development discourses
 - In-depth understanding of drivers of public policy change and decision making/ governance structures and processes in India

- Knowledge or action leadership in policy processes related to water, sanitation, and hygiene; experience of implementing sanitation as well as solid and liquid waste management policies/ programs.
- Experience of working with government agencies and programs
- Relevant research and knowledge sharing experiences; demonstrable experience and interest in policy analysis, concurrent documentation, writing and publishing;
- Contribution and demonstrable role in development or implementation of pro-poor policy alternatives
- Excellent communication skills in English, both oral and written; ability to understand written Hindi and to speak Hindi is also required. Knowledge/ skills in other Indian languages will be an added advantage.
- Excellent interpersonal skills and networking skills; ability to work effectively in a complex and politically sensitive policy environment
- Ability to forge effective working relationships at senior level external stakeholders including senior government officers and the media
- Ability to multi-task and to work within a multi-disciplinary team environment and a complex organisational structure.

WaterAid is an equal opportunity employer; women and the differently abled are particularly encouraged to apply.