



WORLD VISION VANUATU EMPLOYMENT OPPORTUNITY

Our **Inclusive WASH Portfolio** is looking for an **Inclusive WASH Portfolio Manager** based in **Port Vila!**

The role:

Manage the inclusive WASH Portfolio and contributing to the achievement of ensuring inclusive access to water, sanitation and hygiene.

This role covers a wide range of **tasks and responsibilities** including:

- Leading Program Staff in coordinating inclusive WASH programming for all areas in which the various projects within the program work, including budgeting, planning, and implementation.
- Coordinating design, monitoring, and evaluation to a high quality for the overall portfolio.
- Coordinating operational support for the portfolio projects (ie work with WVV Operations and Portfolio Quality to negotiate and secure consultant and surge support).
- Networking for greater impact with relevant National and Regional stakeholders, partners, and within in the World Vision Partnership

The person:

To be successful in this role you will need to be:

- Well organised & excellent time management skills;
 - Hard working;
 - A good communicator;
 - Self-motivated and able to motivate others;
- Able to critically analyse problems and suggest appropriate solutions;
 - Comfortable to ask for help when you need it;
 - Confident to suggest new ideas & ways of working better;
- Resilient to cope with challenges and pressure in a positive way;
 - Fearless to raise your voice if you disagree;
 - Flexible and adaptable;
- Able to manage competing priorities with grace and a smile ☺

Your skills & experience:

- High level expertise in Outlook, Word, Excel, PowerPoint;
- High level of written and verbal communication - fluency in English required (for report writing);
Experience in project, operations or budget management preferable;
 - Experience managing teams of staff would be preferable;
- Experience in WASH, Inclusion or M&E a bonus but not compulsory.

The role reports to the Portfolio Quality Manager.

We encourage applications for suitably skilled people with disability, women, and men. If you believe you are the right person for this role, please apply by submitting your CV and a short cover letter outlining your experience and motivation, including contact details of three referees (no certificates needed at this stage)



By Post: People & Culture Business Partner, World Vision Vanuatu Office, PO Box 247, Port Vila;

or

By Email: job_WVV@wvi.org

In Person: World Vision Office, Rue Artoi, Saralana Field (Next to Cultural Centre) or at the World Vision Tafea Area Programme Office, Isangel – Tanna (At the Provincial Headquater) or World Vision Northern Area Program Office, Luganville – Santo (Behind Chief's Nakamal)

Due Date for submitting application: Friday 16th September 2022
