

REACH

Improving water security for the poor



Water & Land Resource Centre
Addis Ababa University

1. Recruitment: REACH Country Manager, Ethiopia

2. Background

REACH Improving Water Security for the Poor is an international, collaborative project led by Oxford University (OU), financially supported by DFID, with Ethiopia, Kenya and Bangladesh as project implementing countries. In Ethiopia, the Water and Land Resource Centre (WLRC) of Addis Ababa University (AAU) is the national focal research institution, in collaboration with UNICEF, the Ministry of Water, Irrigation and Energy (MoWIE), and Addis Ababa University. The research programme in Ethiopia is directed by the Project Steering Committee, which is chaired by MoWIE and includes representatives of UNICEF, WLRC of AAU, and Oxford University. The REACH Country Manager, Ethiopia, shall be based at, and accountable to, WLRC of AAU and shall be responsible for managing project activity. The role will involve some national and international travel.

3. Job Requirements

3.1. Roles and Responsibilities

The REACH Country Manager, Ethiopia, shall have the following responsibilities:

- Manage REACH research activities in Ethiopia as delegated by project steering committee, including administrative activities, field trips and work plan development.
- Liaise and coordinate effectively with WLRC of AAU, OU, UNICEF, and MoWIE, and with the project steering committee, as well as partner institutes in Ethiopia and in other countries, to advance research, such as observatory sites, and to co-ordinate multiple aspects of work to meet deadlines.
- Advance research methodologies, ideas and materials independently and in collaboration with academic colleagues for high-quality research publications and presentations in public forums or academic conferences;
- Provide a leadership role in organizing and supporting workshops, meetings, and events for REACH including monthly or quarterly research team skype meetings, biannual or annual research team meetings;
- Overlook the overall picture of REACH activities in the country and give proper feedback to OU and WLRC
- Serve as the secretary of the REACH Ethiopia project steering committee;
- Line manage the REACH administrative assistant, the research team, and a team of PhD/MSc students working on the REACH programme in Ethiopia;

- Manage REACH assets in Ethiopia, ensuring that field and laboratory equipment are safe and properly managed;
- Facilitate quarterly coordination meetings with OU, UNICEF, MOWIE and WLRC of AAU to discuss technical research progress and provide monthly reporting;
- Provide biannual bulletins/updates to the steering committee;
- Facilitate, with administrative support, the successful delivery of the REACH programme administrative requirements including:
 - The compilation of financial and activity reports quarterly, biannually, and annually and submit to the steering committee members, including OU, WLRC of AAU, UNICEF, and MoWIE;
 - Liaison with and support of the Research into Action element of the programme;
 - Input into monitoring and evaluation activities in consultation with both OU and WLRC;
 - Procurement of services and goods in consultation with both OU and WLRC of AAU;
 - Logistical support for field work for both researchers, and graduate students;
 - WLRC of AAU management of research activity through the management of calendar, meeting support, management of REACH budget;
 - Preparation of contracts of employment, in consultation with WLRC of AAU/OU;
 - Travel bookings, requests and expense claims for REACH activity.

3.2. Requirements

- PhD degree in water sciences/engineering or social sciences research but with good research background on water.
- Minimum of four years' experience in research and or programme management;
- Proven experience as researcher and/or coordinator of for multi-partner research initiatives;
- Awareness of key issues and ideas in water security, Water, Sanitation and Hygiene, or Water Resource Management;
- Excellent communication skills, including the ability to write for publication, present research proposals and results, and represent the research group at meetings;
- Established publication track record in leading journals.
- Ability to contribute ideas for new research projects and research income generation.
- Proven experience in all aspect of research program management, planning, organizing, and analytical skills;
- Track record and ability to develop logical/results framework;
- Experience of managing a small team and of supervising PhD/MSc students;
- Demonstrated experience in networking.

4. How to apply

4.1. Applicants are required to submit:

- Latest Curriculum Vitae including the names and contact details of referees.
- A cover letter specifically addressing how the applicant meets the requirements listed above.
- Application should be submitted online to the following addresses: tena.a@wlrc-eth.org and katrina.charles@ouce.ox.ac.uk.
- Application should be submitted before **August 20, 2019**.
- REACH is funded by the Department for International Development, and as such the recruitment for this position will be in accordance with REACH Programme strategies including the Programme Gender Strategy and relevant DfID guidance. Suitably qualified women are particularly encouraged to apply.

5. Duty station

Water and Land Resource Centre of Addis Ababa University, Addis Ababa, Ethiopia

6. Salary

Minimum Base: Birr 52,000 (Negotiable, depending on experience, and skill of the candidate).

7. Further information

Further information about the REACH Programme can be found at www.reachwater.org.uk

Further information about WLRC of AAU can be found at www.wlrc-eth.org