



CARE International Indonesia (CII), as an international NGO, has carried out large scale operations in Indonesia, encompassing emergency operations, transitional activities centered on agriculture and nutrition and a range of development initiatives in such areas as water and sanitation, health and micro-credit.

CARE Indonesia in **Makassar, South Sulawesi** is currently recruiting the following position for its project:

JOB TITLE : **INSTITUTIONAL DEVELOPMENT SPECIALIST (IDS-K)**
DEPARTMENT/PROJECT : **PROJECT/KOTA II**
REPORTS TO : **PROJECT MANAGER**

DESCRIPTION OF THE PROJECT:

KOTA-II Project (Keep On innovating and developing Tangible Achievements in urban Sanitation: Extension of KOTA I) is partnership project between USAID, Unicef and CARE Indonesia that will be implemented by CARE Indonesia for a period of 2 years in Makassar, Kupang, and Jayapura. The overall objective of the project is to reduce the incidence of water and sanitation related diseases among 50,000 people especially **children and women** in under -served urban slums in three cities of Eastern Indonesia (Makassar, Kupang and Jayapura) by providing safe water facilities integrated with improved sanitation and promotion of personal hygiene and environmental health. The key activities that will be implemented by the project are: (1) Increased capacity of Pokja-AMPL Kota in planning, Budgeting, Data Management & Monitoring;(2) To advocate for policy development of WASH sector; (3) Access to water and sanitation facility by community living in villages of 3 cities (Makassar, Kupang and Jayapura), especially, along the river/canal is increased ; (4) Level of personal hygiene practices among the slum dwellers including school age children is increased; (5) To improve the environmental condition of the urban resettlement areas through the proper garbage disposal, drainage, and solid waste management and composting; (6) Increased and more effective participation of women in decision making processes; (7) River Basin Commissions (RBC) established; and (8) Increased and more effective participation of children (Formal and non formal school) CBTS promotion through child to child approach.

JOB SUMMARY :

The Institutional Development Specialist will work closely with Community Mobilization Specialist, Water & Sanitation Specialist, Project Officer, Gender consultant and Regulation development consultant.

RESPONSIBILITIES & TASKS:

More specifically the specialist will assist and support the PM in the following activities in the three participating provinces:

- Assist the teams in data analysis of MPA/PHAST/KAP/TRA surveys.
- Review the strategies for mobilization of demand for improved Capacity of local government, CBO & community in delivering WES improvement related services used by various projects and recommend the strategy/ies most applicable to the participating project sites.
- Develop guidelines for the institution development action plan (part of the Community Action plan) for Selected project's areas
- Develop guidelines for development of local capacities to respond to demand for improved WES services
- Participate in preparation of feasible and affordable WES services options for Selected project's areas
- Prepare module for institutional development training for stakeholders in all administrative level as well as community level and assist in training.
- Develop guidelines for assessment and improvement of capacity of local agencies to intervene WES sector.
- Assist the teams to establish and maintain links with the local GO and NGOs.
- Participate in data analysis and provide the necessary feedback into the project process

SUPERVISES : -

CONTACTS/KEY RELATIONSHIPS:

This section may include both internal and external relationships.

INTERNAL	PM, ROC, Admin Officer, Admin Assistant, Finance Officer, Watsan Specialist, Gender Specialist, Monev Specialist
EXTERNAL	Masyarakat, PDAM, Dinas kesehatan & Instansi terkait & kelurahan & masyarakat.

QUALIFICATIONS:

- Have a degree on Social Science or related field
- 6 years experience in a related position
- At least 3 years experience with International NGO and 3 years in related technical aspect both rural and urban area
- Expert on water supply and sanitation system, design and implementation both in urban area
- Ability to work with a team and with minimum supervision
- Fluency in English and Bahasa Indonesia (Verbal and written)
- Demonstrated capacity to work as a team member
- Facility with Excel and Word Office application

WORKING CONDITIONS:

Travel 80 % on the area project covered.

TERMS OF OFFER:

CARE is an equal opportunity employer offering a competitive salary and benefits package, and a collegial working environment. Applicants are invited to send a cover letter illustrating their suitability for the above positions, and detailed curriculum vitae, with names and addresses of three referees (including telephone, fax numbers and email address). Please DO NOT attached academic transcripts and Diplomas and state clearly the applied position code in the email subject.

Please submit your applications before **January 17th 2011** to CARE International Indonesia, Human Resources Unit:

recruit_458@careind.or.id

"Only qualified applicants will be shortlisted"