

## SENIOR NETWORK OFFICER

**JOB TITLE:** Senior Network Officer (NO)  
**REPORTS TO:** Head of Network Operations  
**TEAM MEMBER:** Network Operations Team  
**LOCATION:** Global Secretariat in Stockholm, with international travel  
**SALARY CATEGORY:** C. Senior Network and Administrative Officers

### BACKGROUND:

The Global Water Partnership (GWP) is a worldwide network which has for over a decade successfully been supporting countries to implement more equitable and sustainable management of their water resources. During this period, GWP focus has gradually expanded from global to regional, national and sub-national level. Created in 1996, the network spans over 70 countries in 13 regions, with its global Secretariat (GWPO) in Stockholm, Sweden. For more information: [www.gwp.org](http://www.gwp.org)

### SCOPE OF POSITION:

GWPO employs a number of Senior Network Officers (NO) who are responsible for the coordination of GWP Network activities in one or more of GWP's 13 Regions. The NO is the link between the regions and the Secretariat, acts as an ambassador for the regions and supports the regions in the implementation of the GWP Strategy 2009–2013 and associated annual work plans. The NO works at the interface of the global and regional levels and is a resource person who responds to the needs emerging in the regions, maintaining GWP's network standards at global level. The NO is regarded as a representative, advocate, and spokesperson of the regions within the Secretariat and represents the Secretariat in the regions. The NO is responsible monitoring the financial and programmatic performance of his/her region(s) within the agreed strategy and work plan.

### REGIONAL FOCUS:

Network Officers presently serve 2 or more regions. Regions affected by current vacancies include: 1) Central and Eastern Europe 2) Central Asia and Caucasus 3) China 4) the Mediterranean and 5) Southern Africa.

### SPECIFIC DUTIES:

NOs are responsible for: a) providing support to the GWP regions to which they are assigned, and b) providing support in the development of one or more thematic areas in the GWP Strategy:

#### A. Support to the GWP Regions

##### 1. Member of Network Operations Team within Secretariat

- Identify and ensure that necessary GWPO support to regions is identified and support efforts to ensure that it is effectively provided.
- Ensure sharing of regional information, experiences and knowledge, in particular to ensure links and coordination between the regions and the GWP Technical Committee and development of material for the GWP ToolBox.
- Work with the Secretariat Communications Team to enhance strategic communication and exchange between regions and global GWP entities.
- Support global network processes and activities and function as a thematic resource person in an area of interest and competence for capacity development at all levels.
- Serve as the Secretariat focal point and coordinator for key strategic partners.
- Contribute effectively to activities of the Network Operations Team and of the Secretariat.

##### 2. Support and capacity building to Regions on strategic and programmatic matters

- Act as an ambassador and liaison person for the region to facilitate inter-regional cooperation and to advocate for regional issues and needs (including financial) within the Secretariat.

- Facilitate sharing of information and experiences including promoting development and use of the GWP ToolBox.
- Coordinate with UN Agencies, funding agencies and knowledge development organisations at the regional level to support the regions on knowledge exchange.
- Give guidance, support and strengthen the development of partnerships and networks at regional and country levels.
- Support development and implementation of regional strategies and work programmes.
- Facilitate and support regional fund raising strategies and activities.
- Support application of *Outcome Mapping*<sup>1</sup> methodology to plan, monitor, evaluate and report on the work of the organisation.

### 3. Governance at regional level

- Responsible for management and supervision of the regions' Host Institution (HI) agreements; support HI selection process; evaluate, follow up and liaison on HI performance including participation in assessments for renewal or termination of agreements.
- Support regional capacity building efforts for improved administrative, management and governance procedures by facilitation of contacts between regions and with the Secretariat.
- Monitor regional budget and reporting requirements (both financial and programmatic) in coordination with Secretariat Finance and other Officers, providing advice and support as required.
- Ensure regional understanding and implementation of Policy on Partners and Accreditation process.
- Represent GWPO in the Regional Water Partnership (RWP) Steering Committee.
- Support the work of the Regional Coordinator and other RWP personnel.

### 4. Representation

- Support the regional offices in preparation for and participation in regional and international meetings, workshops and seminars as presenter, lobbyist and advocate to promote GWP as a supporter of IWRM as a means to foster the equitable and sustainable use of water.
- Advise, guide and support the regional offices in making strategic political contacts for policy influence and support to GWP.
- Support the region in preparing regional activities to enhance GWP visibility in contacts with outside bodies including the press.

## **B. Thematic Focal Points**

NOs are increasingly providing essential links in the GWP knowledge chain at regional and country levels, as well in coordinating, facilitating and representing the network globally on the full range of administrative and subject matter areas in the GWP Strategy.

As the role of the NO responds to the requirements of the Strategy, each of them is now addressing one or more key thematic areas identified in the Strategy. Reflected in the 2011 workplan is their role in supporting the following thematic areas:

Goal 1: Promoting water as a key part of sustainable national development:

- Improving water infrastructure
- Improving financing for water management
- Facilitating transboundary cooperation

Goal 2: Address critical development challenges:

- Adapting to climate change
- Achieving food security
- Tackling urbanisation
- Resolving conflict

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<sup>1</sup> Outcomes: Changes in relationships, activities, actions, or behaviours of boundary actors that can be plausibly linked to a programme's activities although they are not necessarily directly caused by it.

The role of the NO in addressing thematic areas is not so much as technical “experts” – that is left to the GWP Technical Committee and GWP’s knowledge partners, etc. – but to provide the following:

- act as the focal point link in the GWP knowledge chain within the network and organisation for the purposes of coordination and facilitation of subject-matter related information and knowledge;
- map GWP’s work and progress in specific thematic areas in collaboration with other NOs;
- define an effective role for GWP in addressing the thematic challenge at a global level through developing a realistic operational strategy that reflects available human and financial resources;
- guide and facilitate the implementation of the operational strategy including representing GWP in relevant international fora and discussions, key global events, and at meetings with GWP’s key global allies; and
- forge synergies and coherence between GWP’s global interests in thematic areas, and that of GWP’s regions and countries, where regional/country priorities may be expected to prevail.

Performance of global thematic responsibilities is limited to the GWPO Secretariat’s interaction with global processes and global strategic alliances outlined in the Strategy. Thematic support at the regional and country levels continues to be coordinated by the NO assigned to specific regions.

The overall knowledge chain link with the GWP Technical Committee is through the Head of Network Operations who participates as “Network Liaison” in Technical Committee meetings. Thematic focal point NOs may communicate directly with members of the Technical Committee and vice-versa on specific technical issues and challenges as required and requested.

#### **QUALIFICATIONS AND EXPERIENCE:**

- Advanced degree in economics, engineering, natural/environmental sciences, social sciences, and/or international water law and governance; or equivalent.
- At least 10 years experience in water resources management with good knowledge and understanding of the principles of Integrated Water Resources Management (IWRM).
- Experience managing development programmes in multi-stakeholder environments, preferably with water and environmental issues.
- Experience with NGOs or the private sector, working with multiple stakeholders, interacting at national and regional levels, as well as bilateral and multilateral development agencies.
- Experience with results-oriented organisational and strategic planning, and programme/project development, management and implementation and the full range of project cycle management from proposal development to implementation, monitoring and evaluation related to natural resources management in developing countries.
- Experience in working at senior political levels in lobbying and advocacy for policy influence.
- Excellent organisational and strategic planning skills to analyse, set priorities, take initiatives and meet deadlines with minimal supervision.
- Excellent communication skills with proven ability to communicate effectively with individuals and in small and large inter-disciplinary groups as colleague, coach, participant, facilitator and speaker for capacity development and for reaching common understanding and agreement.
- Familiarity with organisation of meetings and preparation of written materials for/after meetings.
- Experience in fundraising, strategically and operationally.
- Ability to work within a multidisciplinary team and to facilitate change.
- A flexible, friendly and cooperative personality with a sensitive approach to regional and national political environments.

**The closing date for applications is 28 January 2011. Please send a cover letter and your c.v. to:  
[HR\\_Admin@gwpforum.org](mailto:HR_Admin@gwpforum.org)**