


# VSA Assignment Description

<b>Assignment title</b>	Water, Sanitation and Hygiene (WASH) Adviser	
<b>Country</b>	Papua New Guinea	
<b>Location</b>	Kimbe, West New Britain	
<b>Partner organisation</b>	Catholic Diocese of Kimbe (CDK)	Sustainable Development Goals
<b>Duration</b>	One year (with the option to extend to two years by mutual agreement)	

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## 1. Assignment goal

Catholic Diocese of Kimbe’s WASH project capacity is strengthened, enabling the provision of sound advice and effective engineering supervision to support the planning, design, and implementation of the Water, Sanitation and Hygiene (WASH) Project in Bitokara.

## 2. Assignment outcomes

### Outcome 1

The Bitokara WASH infrastructure is effectively and efficiently designed and implemented, ensuring sustainable access to safe and adequate water supply.<sup>1</sup>

#### Outputs

- Review and provide technical supervision of the design and construction of water and sanitation systems
- Provide technical advice and supervision to ensure that planning and implementation of the WASH infrastructure is effective, meets design specifications, and conforms with accepted best practice

### Outcome 2

Bitokara WASH project staff and key community members are confident in the management and maintenance of the WASH infrastructure

#### Outputs

- Provide capacity building training and mentoring on the operation, management, and maintenance of the WASH infrastructure to ensure sustainability
- Assist in developing appropriate operation and maintenance resources to support the effective running of the water system and sustainability of the overall WASH infrastructure
- Identify and monitor risks, and assist with the preparation of reports to keep the Steering Committee and other key stakeholders informed of the progress
- Assist with carrying out post-implementation assessment, and infrastructure fine-tuning

<sup>1</sup> The Diocese has committed to use the water quality guidelines established by the World Health Organisation

### Outcome 3

Communities with improved access to safe and adequate water supply demonstrate improved hygiene practices.

### Outputs

With Bitokara project staff:

- Contribute to the development of appropriate resources and guidelines to support the establishment and sustainable implementation of the "safe drinking water quality Programme" in accordance with WHO drinking-water quality standards
- Provide advice and mentoring support to strengthen the sustainability of improved WASH practices

**As needs on the ground may change over time, the volunteer is encouraged to review and update the assignment description on arrival in consultation with the partner organisation and VSA programme manager.**

### 3. Reporting and working relationships

The volunteer will report to the Bitokara Steering Committee (still to be established at the time of writing), Project Manager, and the Bishop of Kimbe. On a day-to-day basis the volunteer will work alongside the Chairperson of the Water Project Committee, Health Accountant, Health Secretary, Provincial Water Supply Technical Services Manager and the Financial Assistant.

The volunteer and the Catholic Diocese of Kimbe will have an ongoing relationship with the VSA programme manager in terms of assignment monitoring, reporting, professional advice and personal support.

### 4. Capacity building

Capacity building and development will occur through on the job training and mentoring with staff selected to work on the Bitokara project. A key component of the project is youth mentoring and development; the volunteer will work alongside four youth selected from the community to undertake technical training on the water construction team.

It is also anticipated that members of the Water and Sanitation Committee will have their technical, financial management, conflict resolution and governance capacity built through the course of the project and through engagement with the volunteer.

### 5. Person specifications (professional)

#### Essential

- A qualification in civil engineering, or a related discipline
- Experience in design and installation of water and sanitation systems
- Demonstrated capability in project management, preferably in WASH projects
- An understanding of hygiene and sanitation awareness raising activities



- Experience in on the job training, coaching and mentoring

#### Desirable

- Experience reporting to a governance body or experience on boards
- Experience delivering WASH programmes including community awareness raising and behaviour change initiatives
- Experience in design and construction of solar water systems

### 6. Person specifications (personal)

#### Essential

- Strong communication and networking skills
- Self-motivated
- Flexibility, patience and ability to lead and work with a multicultural team
- Ability to relate and adjust to the realities of working in remote and rural Papua New Guinea communities
  - Willingness to learn and use Tok-Pisin

### Additional information

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#### Residency status

VSA volunteers must be New Zealand citizens or have New Zealand permanent residency status, and currently living in NZ.

#### Partner organisation

The volunteer's partner organisation will be Catholic Diocese of Kimbe.

#### Pre-departure briefing

As part of the volunteer's contract, successful candidates will be required to take part in a pre-departure briefing course run by VSA in Wellington and complete all required pre-reading.

#### Final appointment

Final appointment will be subject to satisfactory medical and immigration clearances (costs covered by VSA), partner organisation acceptance, and successful completion of the pre-departure briefing course.

#### Family status

VSA supports partners to accompany volunteers on assignments of six months or longer. However, volunteers with accompanying dependents will not be considered for this assignment.

#### Fundraising

Volunteers are encouraged to fundraise at least \$1,000 with the support of VSA's fundraising team. Accompanying partners are encouraged to raise the same amount. All funds raised will help VSA keep its programmes in action and support future volunteers.

#### Vaccination requirements

Potential volunteers are advised that VSA's insurers require volunteers to be inoculated, prior to departure, in accordance with the instructions of VSA's medical adviser. VSA covers the cost of any required vaccinations.



## Vulnerable Children Act

While on assignment, VSA volunteers may be required to work with children and/or may choose to participate in informal activities in their own time that involve interactions with children (such as coaching teams or teaching English). VSA is committed to the protection of vulnerable children and adults, which also includes meeting our commitment under the Vulnerable Children Act 2014.

The information requested during the application process is necessary to assist VSA to determine applicant suitability to work and/or interact regularly with children, and is part of a series of pre-selection checks undertaken on all applicants for VSA assignments.

## Volunteer package

The volunteer's package includes the following:

### Reimbursements and grants

1. Volunteers will receive an establishment grant of NZ\$750 to help them set up in their country of assignment. For volunteers with an accompanying partner (whether or not that partner is also a VSA volunteer), VSA will pay an establishment grant of NZ\$1,100 per couple.
2. For two year assignments, the volunteer will receive a rest and respite grant of NZ\$1000 on completion of the first year.
3. A resettlement grant of NZ\$200 will be paid for each month the volunteer is on assignment. This is payable on completion of the assignment, for up to a maximum of 24 months.
4. The volunteer will receive a monthly living allowance of PGK1,810 5. A location grant NZ\$2000 will be paid after each six months of service.

### Accommodation

Basic, comfortable furnished accommodation will be sourced by VSA. In some circumstances volunteers may be asked to share accommodation.

### Airfares and baggage allowance

VSA will provide the volunteer with economy airfares to and from New Zealand for their assignment plus a baggage allowance.

### Insurance

VSA will provide travel insurance to cover baggage and personal property, and non-routine medical expenses for the duration of the assignment. Further details of the insurance cover will be provided during the volunteer pre-departure briefing.

### Utilities

VSA will reimburse volunteers reasonable expenses for household utilities while on assignment.

**Final terms and conditions relating to the specific volunteer assignment will be confirmed in a personalised volunteer contract prior to departure.**

Attachments Appendix 1: Background to the assignment Appendix 2: Living situation Appendix 3: Papua New Guinea

## Appendix 1: Background to the Assignment

### Assignment focus

Increasing access to safe drinking water, and effective sanitation services remains a huge challenge in Papua New Guinea, where only 40% of the population has access to safe drinking water. Addressing access to sustainable, affordable and safe drinking water, and improved sanitation systems is critical to reducing illnesses and deaths associated with water-borne diseases. The Catholic Diocese of Kimbe continues to work together with the government and other development partners to address these challenges by improving and expanding access to safe drinking water and improved sanitation services. This WASH project aims to reduce the rate of waterborne diseases in the Bitokara area for five hamlets, two schools, a health clinic and parish community facilities. This will be for over 3000 people. The Diocese has recognised that alongside technical guidance they will also benefit from a volunteer who has experience in project management to assist in the management of this project while building capacity within the diocese for future projects.

The long-term goal of the church in Papua New Guinea is the belief that all people involved with it – management staff, people accessing service and the community – have a responsibility to take a leadership role in conducting activities as responsible stewards of the physical environment and using health activities to promote environmental awareness, local action and global thinking.

### **The Catholic Diocese of Kimbe**

The Diocese of Kimbe covers the western half of the island of New Britain, which lies 100 kilometres east of mainland Papua New Guinea. The Papua New Guinea government province of West New Britain has the same boundary as the Diocese. The population of the province is about 350,000, of which 280,000 or 80 per cent are Catholic. There are seven major tribes speaking 28 local languages although everyone speaks Melanesian Pidgin and those with even minimal formal education speak English.

There are currently 14 local diocesan priests, three Polish diocesan priests, six local religious priests and two Ugandan religious priests (belonging to the Apostles of Jesus) working in 19 parishes. However, every parish has 14 or more "out-stations" or communities, some of which could also be parishes. About 220 lay catechists assist in serving remote mission stations. There are 13 local religious women and 4 local religious men working in the diocese. The Missionary Sisters of Charity will be coming to the diocese soon. Korean Caritas sisters plan to come as well.

The diocese is divided into three deaneries. Parishes are divided into a main parish and multiple rural communities each of which is further formed into the smallest units in the diocesan structure, the Basic Christian Communities or Liklik Kristen Komuniti (LKK).

#### Social services

In addition to pastoral work, the diocese is one of the main providers of social services in West New Britain. These services are offered to everyone. There is close cooperation with the provincial government especially in the areas of education and health.

#### Education

About 70% of the schools in West New Britain are Catholic Agency schools. The Agro-Technical High School at Ponini near Kimbe was started by the Christian Brothers as a vocational school. The vocational trade component at present operates parallel to the high school section. It is administered by local lay people.

#### Health

The diocese runs 11 major health centres. There are more than 120 health officers involved. The Catholic Health Centre at Valoka is the largest health provider in the province after the Kimbe General Hospital. The diocese runs a number of VCT centres for testing and counselling. These centres provide educational awareness and on-going support for those living with HIV.

### **Working situation**



Kimbe is the capital of the province of West new Britain. The Diocese of Kimbe compound has accommodation for the Bishop and some clergy, the church and office buildings. The large open-air fresh fruit and vegetable market is across the road from the Kimbe Diocese. There are safety concerns when there are crowds.

## Appendix 2: Living Situation

### Volunteer Accommodation

VSA will source and provide a comfortable and furnished house to the volunteer. In appropriate situations, Volunteers may be asked to share accommodation.

### West New Britain and Kimbe

West New Britain is a province of Papua New Guinea on the island of New Britain. Kimbe is the provincial capital. The area of the province is 21,000 km<sup>2</sup>, and there are about 250,000 inhabitants. There are seven major tribes, the Nakanai, Bakovi, Kove, Unea, Maleu, Kaulong and Arowe, speaking about 25 languages. Many people have come to West New Britain as labourers on oil palm plantations and as smallholder oil palm growers. Over a quarter of the population was born outside the province. The predominant religious affiliation is Roman Catholic, though there is a sizeable Anglican presence at the extreme western tip of the province. Other Christian denominations are present, along with a mosque.

West New Britain has a dual economy — a cash economy operates side by side with the subsistence farming sector. The crops produced for export are palm oil, cocoa and copra, whilst betel nut is a significant part of the local cash economy. The oil palm industry is by far the largest employer and industry. West New Britain is PNG's highest timber and oil palm exporter.

Kimbe is about 40km west of the provincial airport (Hoskins). Kimbe is a relatively new town, which was established in the late 1960's to support the oil palm industry. The picturesque Talasea town about 40 km away has now disappeared, and Kimbe has become the fifth largest port in the country. Kimbe has a hospital, post office, banks (with ATMs), a number of trade stores and a supermarket. Generally, telecommunications in PNG can be very unreliable and landlines are rare outside of urban areas. West New Britain and Kimbe are no exception to this. Telikom has an office in town, next to the post office, but applying for a landline can be a laborious and expensive process. As with many developing countries, the cellular network has overtaken landline telecommunications, with mobile phones now very popular and reasonably priced. Currently there are two providers in PNG, the government owned Telikom service (Bmobile) and Digicel. Coverage is generally good within the urban areas and fades quite quickly in the rural areas. International connections can be unreliable especially during the day.

Volunteers are provided with a Digicel SIM card to use in PNG and will need to take their own cell phone. Most volunteers choose to purchase a portable router for their personal Internet use, or purchase a data package through Digicel. Mini Buses/Public Motor Vehicles (PMV's) are the main mode of cheap public transport during the day. It is advisable to exercise due caution when using them after dark or on isolated roads. In terms of recreation, the Walindi Dive Resort, with world class diving and snorkelling, is about 20km west of Kimbe and five minutes' walk from the WNC. The resort is a significant tourist destination for many overseas visitors to Papua New Guinea. West New Britain is actively promoting tourism with an emphasis on nature and conservation.

Kimbe has reliable fresh foods markets with a good variety of fruit and local vegetables. There are several supermarkets and general stores that all sell a range of imported food, clothing and hardware. Operating hours are usually from 8am to 5pm Monday to Saturday. Most shops and the main market are not open on Sundays.

Malaria is endemic in many parts of PNG, including West New Britain, and the use of malarial prophylaxis by all volunteers is mandatory. It is still possible (even when taking anti-malarial medications) to catch malaria, so precautions such as using insect repellent and wearing long sleeves and trousers outside in the evening are recommended. The main hospital, Kimbe Hospital is located in main Kimbe town centre together with a and few pharmacy shops.





## Appendix 3: Papua New Guinea



Map courtesy of [maplibrary.com](http://maplibrary.com)

Papua New Guinea (PNG) has a population of around 8.5 million people. Approximately 800 indigenous languages are still in use by people from a society that ranges from traditional village-based life to modern urban living. Underlying the Papua New Guinean culture is the wantok system. Wantok, or 'one talk', refers to the people who speak your language or your extended family/clan; a Papua New Guinean's primary loyalty will be to their wantoks. The country is predominately Christian, with indigenous faith and spirituality still important to many local people.

For more information on Papua New Guinea, see:

- The website of the National Parliament of PNG: <http://www.parliament.gov.pg/>
- Economic overview: <http://data.worldbank.org/country/papua-new-guinea>
- New Zealand Aid Programme in PNG: <https://www.mfat.govt.nz/en/aid-and-development/our-work-in-the-pacific/aid-partnership-with-papua-new-guinea/>

### VSA in Papua New Guinea

VSA has been in Papua New Guinea since 1970 and works with partners to strengthen the quality of education, build community support networks and secure livelihoods for rural people. Since 2005 we have concentrated our efforts to work in the New Guinea Islands' three provinces: East New Britain, West New Britain and New Ireland. VSA has a field office in Kokopo, East New Britain, staffed by a Programme Manager and a Country Programme Officer.

### General security

Volunteers are required to be security conscious and adhere to the advice of their partner organisations, VSA, and the New Zealand High Commission in Port Moresby on security matters. If there is a major emergency or should security deteriorate, VSA has established evacuation procedures and volunteers will be fully supported by the field staff in Kokopo. The VSA field staff will go through the ground security measures with the volunteer on arrival in country and develop an individual security plan. It remains good practice to secure belongings and valuables out of sight, not move about alone at night and avoid demonstrations, street rallies and public gatherings.



