

Senior Policy Advisor

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Contents

Background	03	Job Overview	07
About African Ministers' Council on Water	04	Person Specification	08
Values	05	How to Apply	10
Responsibilities	06	About Oxford HR	11



Background

AMCOW is an inter-governmental, Pan-African, non-budgetary institution working under the Specialized Technical Committee on Agriculture, Rural Development, Water and Environment of the African Union (AU) and provides political oversight on water resources and sanitation in Africa. AMCOW's mission is to promote cooperation, security, social and economic development, and poverty alleviation among member states through the effective management of the continent's water resources and the provision of water supply and sanitation services, and is mandated to provide political leadership in the implementation of the African Water Vision 2025 and water components of the African Union's Agenda 2063. For more information, refer to our [website](#).

The position of Senior Policy Advisor is a special senior advisory function at AMCOW Secretariat located in Abuja, Nigeria. The scope of responsibilities covers assistance in developing viable and effective water and sanitation Continental and sub-regional policies and guidelines with an eye to influence relevant policymaking and implementation in the sector.

About African Ministers' Council on Water

The African Ministers' Council on Water (AMCOW) was formed in 2002 in Abuja Nigeria, primarily to promote cooperation, security, social and economic development and poverty eradication among member states through the effective management of the continent's water resources and provision of water supply services.

In 2008, at the 11th ordinary session of the Africa Union (AU) Assembly in Sharm el-Sheikh, Heads of State and Government of the AU agreed on commitments to accelerate the achievement of water and sanitation goals in Africa and mandated AMCOW to develop and follow up an implementation strategy for these commitments. AMCOW has also being accorded the status of a Specialised Committee for Water and Sanitation in the African Union.

AMCOW believe they have the responsibility to effectively and efficiently coordinate actions of key water and sanitation players, facilitate the strengthening of regional cooperation on water resources management and development, and capacity building of relevant institutions and agencies. AMCOW also endeavor to develop advocacy for access to funds and other support for infrastructure development for water security and sanitation for all.

AMCOW fully shares and has adopted as its own the vision expressed in the Africa Water Vision for 2025:

An Africa where there is an equitable and sustainable use and management of water resources for poverty alleviation, socio-economic development, regional cooperation and the environment.

This includes meeting the need of everybody in Africa for safe water supply and sanitation, ensuring sufficient water for food and energy security, sustaining ecosystems and addressing the challenges of climate change. It is entirely consistent with the Sustainable Development Goal 6 to “Ensure availability and sustainable management of water and sanitation for all.”

AMCOW recognises the fact that achieving the vision will require contributions from many actors from the rural and urban communities of the continent to the global community, bringing vital leadership, expertise and resources to the challenge. AMCOW's mission in this collective enterprise is to:

Provide political leadership, policy direction and advocacy in the provision, use and management of water resources for sustainable social and economic development and maintenance of African ecosystems.

While the founding language of AMCOW reflected in its vision and mission statements focussed on addressing water resources management, it has become clear – as explained in AMCOW's Strategy for 2018-2030 – that to realize the ambitions of the Africa Vision for Water and the Sustainable Development Goals, the scope of its mission must encompass the full range of issues in water and sanitation, from water resources management to WASH.



Values

AMCOW's approach to its mission is guided by a framework of five overarching values:

Member State Focus

AMCOW was formed by its Member States, it is governed by its Member States, and it exists to serve the needs of its Member States in their mandate to properly manage the water resources in their respective countries toward the highest interest and needs of their citizens. The AMCOW Secretariat recognises that the "whole is equal to the sum of its parts," and therefore it will endeavour to ensure that no Member State is left behind in the pursuit of equitable and sustainable management of water and sanitation.

Inclusiveness and Collaboration

AMCOW understands that the water and sanitation challenges of the African continent cannot be overcome by any single sector of society, whether that be government, non-governmental organizations, the private sector or civil society. It firmly believes in the value of collaborative action to develop robust and equitable solutions for managing water resources and delivering water supply and sanitation services. As an intergovernmental organization itself, AMCOW actively seeks to work with partners who can bring complementary perspectives, expertise and resources to the table.

Knowledge driven

AMCOW believes that policies and decision making in Africa's water sector should be based on the best available knowledge and reliable data. Extensive insights and information have been generated over recent decades, creating an evidence base that African countries can use to strengthen their approaches to sustainable management of water and sanitation. AMCOW seeks to ensure that its advocacy positions are backed by evidence, and to facilitate access to collective knowledge through its Monitoring, Knowledge Management and Information Sharing activities, while actively supporting efforts to address knowledge and data gaps.

Professionalism

AMCOW endeavours to maintain professional standards in all aspects of its work from the internal policies and procedures of its Secretariat to the formulation of collective declarations by its Member States. Professionalism is a multi-dimensional quality calling for competency, the adoption of best practices, reliability, integrity and ethical behaviour at all levels of the organization. It is essential to establishing AMCOW's credibility and ability to influence national, regional and global policy and practices in water and sanitation.

Transparency and accountability

AMCOW is an intergovernmental organization dealing with a broad spectrum of stakeholders and receiving funds from Member States and development agencies. Transparency and accountability are imperative to secure the confidence of these funders and partners that enable AMCOW to pursue its mission.

Job Overview

Title:	Senior Policy Advisor
Job Function:	Executive Secretary Team
Reports to:	Executive Secretary (ES)
Classification:	Grade: P4 (out of a P1 - P5 professional grading structure)
Number and titles of coordination lines:	<p>The position will report directly to the ES, whilst will have participatory and coordinating lines with the following:</p> <ul style="list-style-type: none">• Head of Regional Coordination and Engagement<ul style="list-style-type: none">• Communication and Visibility Officer• Learning and Knowledge Sharing Officer• Program Coordinator<ul style="list-style-type: none">• Project Development/Resource Mobilisation Officer• Monitoring and Evaluation Officer
Place of Work:	Abuja, Nigeria
Remuneration:	Competitive packages comparable to those offered by similar regional/ International organisations
Citizenship Requirements:	Citizen of any of the AU Member States



Responsibilities

The Senior Policy Advisor will lead policy engagement process of AMCOW, leading development of policy conversations with Ministers and technical staff, developing policy resources and tools, lead regional policy guidelines/frameworks development processes based on global level criteria. This function will lead matchmaking for country policy

learning exchange processes by liaising with Global policy platforms such as WHO/GLAAS on policy criteria and quality monitoring and SWA on high level global platform and regional engagement to ensure there is cohesion from the global to regional level.

- The scope of responsibilities of the Senior Policy Adviser consists of the following:
- Lead the policy and advocacy efforts working with member states for Africa. Serve as lead negotiator for all policy development efforts and lead regional policy guidelines/frameworks portfolio, tied closely to ensuring AMCOW is meeting member countries policymaking needs in Africa
- Managing the policy related tools and resources and policy dialogues, conversations, policy retreats, and regional policy guidance including managing Knowledge Management portfolio specifically focused on policy.
- Conduct stakeholder mapping and environment scanning, further develop and enhance network, engage in consultations with and strengthen relationships with key strategic stakeholders, development partners and influencers, regional and international, active in the water and sanitation sectors in Africa, in order to deliver relevant knowledge and advocacy at action points or decision-making entities, to share policy learning with them to advance a collective and coherent agenda on water and sanitation, and to ensure that AMCOW develops clear policy positions and programs based on a sound understanding of the external climate, infrastructure, economic, political and legislative environment, pertaining issues as well as growth opportunities in the areas of AMCOW's strategic pillars; as well as to identify opportunities for collaboration.
- Conduct policy research; develop briefings and draft concept notes, consultation responses and letters to governments of Member States, regional agencies and other high-profile stakeholders and partners.
- Engage with synergy and efficacy with donors, strategic public, private and civil society partners and stakeholders with a thematic scope in line with AMCOW's priority pillars in its Strategy document; identify where shifts in power are most needed and achievable.
- Produce internal updates on regulatory policy, policy trends, AU parliamentary developments, including key publications, speeches and decisions.
- Play a key role in advocating for positive changes to policy and program frameworks amongst organs within AMCOW's governance framework, and other strategic stakeholders and development partners that help achieve AMCOW's commitments and strategic goals, both through actively engaging and presenting in regional and pan-African events as well as through working with the communication and visibility teams to hone calls to action in press, interpreting policies and underlying issues for the media to facilitate public understanding of water and sanitation policy issues. In collaboration with the AMCOW communications and Visibility Officer, support AMCOW's mandate in policy leadership through development and implementation of an intensive and highly effective communication program.

Person Specification

Experience

- A minimum of 12 years work experience, of which, at least 6 years of solid experience in a senior policy development, political engagement, and/or leadership role, with extensive involvement in work at the regional and international level, in a dynamic and responsive environment of national governments, inter-governmental, donors, multiple and high-profile stakeholders.
- Strong experience in deploying excellent diplomacy and relationship building skills with an ability to prioritize, present, negotiate, and work with a prolific variety of cross-cultural, governmental and other high profile stakeholders; exposure to diplomatic functions and protocols.
- Strong experience leading political conversations and engaging in high profile political institutions. A savvy engagement person with clear demonstrated ability to bring together different opinions and understanding incentives and different regional perspectives.
- Strong experience of working in public policy development in African country settings, policy research and/or with an excellent derived knowledge and understanding of the policy-making process in government and inter-governmental bodies across multiple country experiences
- Strong previous stakeholder management experience, with ability to rapidly build powerful collaborative relationship with colleagues and a wide range of external contacts, whose engagement is crucial to the success of policy development, approval, coordination and implementation.
- Experience or good familiarity with the water and sanitation sectors' development in Africa, policy framework and key organizations. Sanitation and water expertise is a critical need, preference will be given to candidates with policy and sanitation policy expertise.
- A successful track record in setting priorities, organization, flexible and highly effective in communication and outreach activities, at a variety of levels, audiences, and venues.

Technical Expertise

Required Expertise:

- Strategic thinking at a public policy-making level, with excellent communication, advocacy and networking skills.
- Highly effective at managing stakeholders, politicking, advocating and influencing decision making at the national, regional and wider international levels.

- Ability to understand translate key evidence on sanitation and water into clear and easy to understand advocacy and policy tools for technical policy staff and policymakers. Ability to understand complex economic or scientific data on water and sanitation is important. Ability to produce policy quality assessment reports into clear and compelling policy concept notes and agenda, followed by recommended policy and programs to address identified operational and policy or institutional issues and enhance growth opportunities, both verbally and in writing.
- Proved capability to align and translate broad policy frameworks into adequately tailored programs, assuring sound and coherent strategic management. Ability to understand country challenges and translate that into useful advice and referral of resources and learning opportunities to country members.
- Familiarity with and good understanding of the global and continental platforms like Sanitation Water for All (SWA), SUSANA, African Water Association, as well as African political and technical bodies such as regional economic communities in Africa, river basin organizations, action networks, associations, and operations of the African Union bodies, their policy framework and codes.

Preferred Knowledge:

- Sound understanding of the water and sanitation sector in Africa and WASH national and regional policies and regulations
- National policymaking process and WASH policy challenges and opportunities. Understanding of policy needs of member states, both political and technical. Well-connected and excellent political relationships in WASH sector.
- Very good knowledge of the development donors, governmental and inter-governmental structures, key players in the civil society and the academic world, as well as the private world and international financial institutions, active and/or engaged in the water and sanitation sector; familiarity with their profiles, governance structures, driving political agenda, funding and compliance policies, etc.

Education, Professional Qualifications and Certification

- A Master's Degree in either Political Science or International Relations, combined with a Bachelor's Degree in Science or Engineering (Water, Environment, Civil), or Law, or vice-versa; documented accomplishments, though practical work experience, in those areas.



Person Specification

Skills

- High political and commercial awareness.
- Strong networking skills; highly refined diplomacy and persuasive skills.
- Superior communication, presentation skills (interpersonal, in writing, etc.)
- Excellent policy drafting skills to produce persuasive policy documents.
- Ability to grasp details as well as patterns in a wide range of policy issues.
- Strong analytical capability and excellent attention to detail in both qualitative and quantitative analysis.
- High discipline and flexibility, ability to adapt to change and work in a fast-paced and diverse environment, as well as to prioritize and plan successful delivery of different work streams with different timelines and dependencies with various stakeholders.

Computer Literacy

- Fluent in Microsoft Office (Word, Excel, PowerPoint), databases, with good knowledge of management information systems.
- Experienced in use of social enterprise/media and content management systems.
- Knowledge or exposure to document management systems and information request tracking systems.

Language Requirements

- A strong preference will be given for candidates who speak both English and French fluently.
- Knowledge of other AU languages will be an asset

Values

- High professional ethics beyond legal compliance.
- Commitment to serving the public good.
- Commitment to quality and excellence, knowledge sharing and maintaining public trust.
- Serious appreciation for the need for accountability to the AMCOW Secretariat, the AU Member States, donors and other strategic stakeholders.
- Transparency, honesty and integrity including cross-cultural openness and flexibility.



How to Apply

All correspondence, at this stage, should be via Oxford HR [here](#). To apply for this post, click on the “Apply” button in the job advert page and complete our online application form. Please provide a CV and cover letter in ONE single document, which should be prepared before applying as they will be requested in the application process.

The cover letter should be no more than two pages long and explain why you are interested in this post and how your skills and experience make you a good fit.

The document should be saved in the following format: Your First Name-Your Last Name-Document Name-Date (yy-mm) e.g: Pat-Jones-CVandStatement-2003.

Timeline

Closing Date:

22nd April, 2020

Preliminary Interviews (with Oxford HR):

End of April/early May, 2020

Interviews with AMCOW:

19/20 May, 2020

Equality statement

AMCOW is an equal opportunity employer, qualified women are encouraged to apply.

Selection process

All candidates will be notified about the status of their applications. Shortlisted candidates may be required to undertake an additional assessment prior to the final interview.

Queries

If you have any queries on any aspect of the appointment process, need additional information, or would like to have an informal discussion, please email amcow-spa@oxfordhr.co.uk in the first instance.



About Oxford HR

Oxford HR operates globally - mainly within the international development and charity sectors. We carry out retained executive search mandates at board and senior management levels. We also offer human resource and organisational development consultancy.

Oxford HR has many years of experience in search as well as an extensive network of international development, social sector, corporate, public sector, and academic contacts

from across the world. We carry out comprehensive and often international searches designed to meet the specific needs of our clients.

Oxford HR's team members have significant personal experience of working in international development and the social sector as well as the corporate and governmental sectors. We are in a unique position to find and assess talented individuals from a variety of backgrounds.

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