



TERMS OF REFERENCES EDUCATION AND AWARENESS PROGRAMME STAFF

Ad: Employment Opportunity with GHD/KAJUR through the Ebeye Water and Sanitation Project (EWSSP)

Opening Date: Wednesday November 15, 2017

Closing Date: Friday November 24, 2017

Application: An Application Form from KAJUR and submission of a CV or Resume

Job/Employment Title: EWSSP Education and Awareness Staff

Focus: Community engagement and School activities

Location/Headquarter: KAJUR, Ebeye Marshall Islands

Programme: Hygiene Awareness and Education

Duration: 2 years

Terms of References (TORs): To assist the Deputy Team Leader (DTL) implement the approved hygiene education and awareness programme of work, this includes inter alia collaborating with the youths, women's groups, principals/teachers, government departments and the private sector. Working with children school and out of school kids will be key part of the hygiene programme. Additionally, the hygiene staff will help distribute awareness and educational materials, filings, research, collect and organize data and information for the required for the programme, and other activities, as determine and needed to successfully implement the hygiene activities.

- **Main Duties:** Work with the DTL on the following
 - Read and understand required information/documents provided
 - Collaborate with women's groups, schools, government and communities to implement work
 - Organize and distribute awareness materials



- Carry out awareness and education activities
- Organize consultations as per programme
- Work with the communities, youths and children to achieve goals and objectives of the hygiene programme in particular improved behaviors relating to hygiene
- Work on linkages as per programme of work to achieve the project objectives such as waste management, and other related environmental activities
- Prepare monthly and quarterly reports
- Help with monitoring of school pilot and community activities
- Create a database of hygiene awareness related information for Ebeye
- Filing and organization of materials, reports and information
- Others as needed and directed by the DTL

Reporting: Reporting to and supervised by the DTL

Basic Requirement: Graduation from a four year college with good academic standing in any major that would be deemed eligible and appropriate, including at least 1 year work experience with either volunteer and/or paid work or a combination. And/or a combination of excellent work experience and training deem appropriate, and able to speak and read fluent English and Marshallese

Additional Requirements: Clean Police Clearance, Motivated and able to follow direction

Skills required: Excellent organizational, planning and management skills, Time Management, on time, creative in terms of programme implementation

Salary Rate: \$8-\$10/Hour according to experience

Payment Period: Bi-Weekly

Special Conditions: Probationary Period 3 months (info provided to shortlisted)

Note: Please note that only completed applications with CVs will be accepted

Contact Person: Ms. Stephanie B. Ishimura, Accounts/Administration, GHD/EWSSP

Email: tbolkeim08@gmail.com, Phone: 329-3798/3799

Kwajalein Atoll Joint Utilities Resources (KAJUR)

