

## HEAD OF NETWORK OPERATIONS

The Global Water Partnership (GWP) is a vibrant action network which works, in partnership, to support countries and regions in their efforts to achieve more equitable and sustainable management of their water resources. Over the last decade, GWP's scope has spread from global to regional, national and sub-national levels, building up a network of over 2000 partner organizations world-wide. The network is currently made up of 13 Regional Water Partnerships, each served by a regional Secretariat. At national level, there are currently 83 Country Water Partnerships, which are neutral multi-stakeholder platforms for dialogue on critical water management issues.

This is an exciting time for GWP as we implement our strategy with ever greater urgency, given the current global challenges. GWP exists to work towards water security, contributing to development solutions and a better quality of life for all. We are looking for an experienced water professional, as Head of Network Operations, to provide guidance and support to the GWP Network in implementing its strategic goals. The position is based within the international Secretariat in Stockholm, Sweden.

<b>JOB TITLE:</b>	<b>HEAD OF NETWORK OPERATIONS</b>
<b>REPORTS TO:</b>	Executive Secretary (ES)
<b>FULL-TIME TEAM MEMBERS:</b>	Network Officers (NOs), Network Operations Team Co-ordinator, Human Resources
<b>PROFESSIONAL CATEGORY:</b>	D. Head of Unit

### SCOPE OF THIS POSITION:

The Head of Network Operations (HNOP) co-ordinates Network Operations and manages the Network Team, in the implementation of the 2009-2013 GWP Strategy and annual work plans. She/he provides strategic thinking and programmatic direction to enhance Network performance, building synergies between regional and global actions to promote integrated and sustainable water resources management. The HNOP provides overall supervision regarding governance, financial and contractual matters with the Regional Water Partnerships. She/he fosters cooperation and pro-actively supports knowledge sharing at all levels, within the Network Operation team and among GWP partners, the network, GWP Senior Advisers and the technical function. The HNOP acts on behalf of the ES when necessary, and is a member of the GWPO management team.

<b>LOCATION:</b>	GWPO Secretariat in Stockholm with international travel
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## **SPECIFIC DUTIES:**

### **1. Planning and overall co-ordination**

- Coordinate and support medium and long-term strategic planning and work programming with special emphasis on the Regional Water Partnerships
- Work with the NOs to support the Regional Water Partnerships', and Country Water Partnerships', activities and outcomes, as part of implementation of the GWP Strategy 2009-2013
- Work with the NOs to ensure substantive action by the RWPs within the framework of the 2009-2013 Strategy and the Annual Work Programmes, and focus on capturing and documenting success stories
- Advise the NOs in strengthening and developing the GWP Network at regional and country levels, screening new partner applications and supporting regions and countries seeking accreditation as new water partnerships.
- Provide back-up to the NOs in regional/country representation when necessary. In consultation with the Network Officers, participate in key regional meetings and events as and when required, based on regional demand or Secretariat need
- Promote capacity building on IWRM within the GWP regions through technical assistance and exchange of knowledge and good practices on IWRM
- Co-ordinate and secure technical backstopping by Senior Advisers on relevant regional programmatic activities
- Promote knowledge sharing among the RWPs and the technical function at global and regional level
- Provide co-ordination with strategic allies and build their links with the Regional and Country Water Partnerships

### **2. Management**

- Manage and supervise the Network Team
- Manage the activities of Senior Advisers and Consultants
- Provide overall strategic direction, advice and support to the Network Officers, including oversight regarding governance, financial and contractual matters with the Regional Water Partnerships and their Host Institutions
- Chair regular Network Operations meetings with the Network Team and the Communications Team, building synergy throughout the regions and lessons shared across the network
- Contribute to performance evaluations of other staff in Secretariat
- Act on behalf of the ES when required
- Support the ES in fundraising and in managing the funds available

### **3. Management Team**

Work pro-actively with the ES, the Head of Finance & Administration and the Head of Communications on the GWP Management Team:

- Ensure effective communications, learning and knowledge sharing within the GWP Network
- Advise and assist with the issuing of contracts, recruitment of staff, etc.
- Provide oversight and support to NOs regarding governance, matters relating to accreditations of water partnerships, financial and contractual matters including negotiation with the RWPs and their Host Institutions, thereby working closely with the Legal Officer
- Manage the day-to-day activities of Human Resources in the Secretariat
- Prepare or review funding applications for regional, country and programmatic activities and ensure initiatives are in line with GWP strategic outcomes

- Support the ES in preparing for the Steering Committee, the Consulting Partners, the Sponsoring Partners, and the Financial Partners Group meetings, and follow up actions agreed at those meetings as needed
- Review and finalise governance-related documents by building on GWP's experience, using a lessons learned approach

#### **4. Monitoring and evaluation**

- Monitor the performance of the GWP Network using an outcome mapping approach
- Facilitate the use of the outcome mapping approach by the RWPs
- Develop progress markers for Regional activities
- Work to ensure compilation of the outcomes from GWP Regional activities.
- Support the ES in reporting to the Steering Committee on progress made in Regional and Programme activities
- Participate in evaluations and learning processes as and when required

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

- Advanced degree in natural science, engineering, water management, environmental economics, social science or equivalent education
- At least 15 years of experience in working on water management and development issues
- Fluency in written and spoken English, as well as either Spanish or French. Working knowledge in other major languages will be an advantage
- Excellent people management skills
- Excellent organisational and strategic planning skills to analyse, set priorities, take initiatives and complete work to deadlines
- Experience in fundraising
- Experience in working as part of a multidisciplinary team
- A flexible, friendly and cooperative personality with diplomatic skills and a sensitive approach to regional and national political realities
- Familiarity with project cycle management and the preparation of proposals, implementation, monitoring and evaluation of programmes
- Familiarity with international development perspectives and processes related to water resources management, as well as knowledge of the major international organisations involved
- Previous management responsibilities in an international environment

GWP offers a three-year contract with the possibility of additional terms and an attractive remuneration package.

**Please send your application in English (the official working language of GWPO) to e-mail [marie.gunnarsson@gwpforum.org](mailto:marie.gunnarsson@gwpforum.org) by 28 March 2010 at the latest.**

For further information and questions on the position, please contact Marie Gunnarsson, Head of HR at +46 8 522 126 43.

Please note that only short listed candidates will be contacted.

*GWP is an equal opportunity employer.*