



Project Management Directorate (PMD)

| Job-title | Gender Specialist |
|--|---|
| Reporting to | |
| Proposed Mandate and functions of PMD | <p>The Project Management Department (PMD) of the Water Authority of Jordan (WAJ) is responsible for supporting and following up the water sector reform measures as agreed upon in the task matrix of the Development Policy Loan, funded by KfW/ AFD. The PMD provides professional support to WAJ through a team of qualified national and international experts, focusing on utility companies and WAJ operational units. The PMD also acts as a think tank and incubator for driving and introducing technological and managerial development in the water sector. The PMD recognizes the strategic importance of gender equality and women’s empowerment in the water sector, as outlined in the National Water Sector Strategy (2023-2040) and the Gender Policy for the Water Sector in Jordan. The PMD aims to integrate gender mainstreaming in all its activities and projects, and to promote the participation and representation of women at all levels of decision-making and management in the water sector.</p> |
| Key responsibilities of the position: | <p>The Gender Specialist for the PMD will be responsible for:</p> <p>Developing and implementing a gender action plan and a knowledge management strategy for the PMD, in alignment with the National Water Sector Strategy and the Gender Policy for the Water Sector in Jordan.</p> <ul style="list-style-type: none"> - Providing technical guidance and advice on gender mainstreaming and knowledge management to the PMD staff and consultants, as well as to the utility companies and WAJ operational units supported by the PMD. - Conducting gender analysis and assessments of the water sector reform measures and the PMD projects, and identifying gender gaps, challenges, opportunities, and best practices. - Monitoring and evaluating the gender impact and outcomes of the water sector reform measures and the PMD projects, and preparing gender reports and recommendations. - Establishing and maintaining effective coordination and collaboration with the relevant stakeholders on gender-related issues and initiatives in the water sector. - Representing the PMD in gender-related meetings, workshops, conferences, and events, and advocating for the PMD’s gender vision and objectives. |
| Scope of work | <p>The Gender Expert for the PMD will perform the following tasks and activities:</p> <ul style="list-style-type: none"> - Develop and implement a gender action plan for the PMD, which includes the gender objectives, indicators, targets, |

| | |
|--|--|
| | <p>activities, budget, timeline, and roles and responsibilities of the PMD staff and consultants, as well as the utility companies and WAJ operational units supported by the PMD.</p> <ul style="list-style-type: none"> - Develop and implement a knowledge management strategy for the PMD, which includes the knowledge management objectives, methods, tools, platforms, and processes for creating, storing, archiving, and disseminating the gender-related data, information, and knowledge products generated by the PMD and its partners, and ensuring their accessibility, quality, and relevance. - Provide technical guidance and advice on gender mainstreaming and knowledge management to the PMD staff and consultants, as well as to the utility companies and WAJ operational units supported by the PMD, through regular meetings, consultations, feedback, and coaching. - Support WAJ and PMD in elaborating gender components for ongoing and future donor financed water/wastewater projects. - Conduct gender analysis and assessments of the water sector reform measures and the PMD projects, using various tools and methods such as gender checklists, gender audits, gender impact assessments, gender budgeting, gender disaggregated data, etc., and identify gender gaps, challenges, opportunities, and best practices. - Develop and deliver gender training and capacity building activities for the PMD staff and consultants, as well as for the utility companies and WAJ operational units supported by the PMD, using various modalities such as workshops, webinars, online courses, mentoring, etc., and covering various topics such as gender concepts and principles, gender mainstreaming tools and methods, gender-sensitive communication, gender-responsive leadership, etc. - Monitor and evaluate the gender impact and outcomes of the water sector reform measures and the PMD projects, using various tools and methods such as gender indicators, gender scorecards, gender surveys, gender case studies, etc., and prepare gender reports and recommendations for improvement and learning. - Establish and maintain effective coordination and collaboration with the relevant stakeholders, such as the Ministry of Water and Irrigation Women’s Studies Unit, the Jordanian National Commission for Women and the Inter-ministerial Committee for Women Affairs, the donor agencies, the civil society organizations, and the academic institutions, on gender-related issues and initiatives in the water sector, through regular communication, information sharing, joint planning, and partnership building. - Represent the PMD in gender-related meetings, workshops, conferences, and events, and advocate for the PMD’s gender vision and objectives, by presenting the PMD’s gender achievements, challenges, and lessons learned, and by participating in the discussions and debates on the current and emerging gender issues and trends in the water sector. |
|--|--|

| | |
|---|--|
| Educational Background | <p>The Gender Expert for the PMD should have:</p> <ul style="list-style-type: none"> • A Bachelor’s degree or equivalent in gender studies, social sciences, development studies, or a related field. • A Bachelor’s degree or equivalent in engineering, water management, or a related field. |
| Knowledge/skills/experience Required | <p>The Gender Expert for the PMD should have:</p> <ul style="list-style-type: none"> • At least 5 years of relevant work experience in gender mainstreaming, gender analysis, gender training, and gender monitoring and evaluation, preferably in the water sector or a related sector. • In-depth knowledge and understanding of the water sector reform process, the National Water Sector Strategy, and the Gender Policy for the Water Sector in Jordan. • Excellent communication, presentation, and report writing skills in Arabic and English. • Strong analytical, problem-solving, and decision-making skills. • Ability to work independently and as part of a team, and to manage multiple tasks and deadlines. • Proficiency in using Microsoft Office applications and other relevant software and tools. |
| Skills | <p>The Gender Expert for the PMD should have:</p> <ul style="list-style-type: none"> • Leadership and management skills, to lead and coordinate the gender mainstreaming efforts of the PMD and to supervise and mentor the gender focal points in the utility companies and WAJ operational units. • Interpersonal and networking skills, to establish and maintain positive and productive relationships with the internal and external stakeholders on gender-related issues and initiatives. • Facilitation and training skills, to design and deliver effective and engaging gender training and capacity building activities for the PMD staff and consultants, as well as for the utility companies and WAJ operational units. • Research and innovation skills, to conduct and disseminate gender analysis and assessments, and to identify and promote gender best practices and lessons learned in the water sector. |
| Behavioural Competencies | <p>The Gender Expert for the PMD should demonstrate:</p> <ul style="list-style-type: none"> • Commitment and passion for gender equality and women’s empowerment, and for the vision and mission of the PMD and WAJ. • Professionalism and integrity, and adherence to the ethical standards and code of conduct of the PMD and WAJ. • Flexibility and adaptability, and willingness to learn and improve continuously. • Creativity and initiative, and ability to generate and implement new and innovative ideas and solutions. • Cultural sensitivity and respect, and appreciation of the diversity. |