

**Job Profile: Financial Management Adviser,
(Kampala)
Joint Water and Sanitation Sector Programme Support, (JWSSPS) Uganda
Recruitment No.: DK-36794-2007/UGA.12-W**

1. Preliminary

1.1. Short background:

The Government of Uganda (GoU) and seven¹ Development Partners (DPs) have prepared a Joint Water and Sanitation Sector Programme Support (JWSSPS) for 2008-2012. The programme is a continuation of a similar programme running from 2003 to 2007 and will support the GoU's effort to eradicate poverty in Uganda. It is also intended to further harmonise and align DP support to the sector by establishing one, co-ordinated and flexible sector programme, which DPs will be able to "buy in" and support components or elements that comply with their policies and strategic areas of support.

1.2. Purpose of memo:

This memo describes the main tasks involved in the position and the qualifications desired in candidates for the job.

1.3. Expected composition of the selection committee:

Applicants for the position will be selected for interview by the Danish embassy following consultation with the local authorities, who will also be represented at the job interview. Mercuri Urval will participate in the process of appointment by conducting personality tests and test interviews with the selected candidates.

2. Joint Water and Sanitation Sector Programme Support, (JWSSPS)

2.1. The programme in short:

The objective of the JWSSPS is:

To support the water and sanitation sector to improve its fiscal and physical effectiveness so as to more efficiently achieve its targets, (including the Millennium Development Goals (MDGs) and national targets) and contribute to poverty eradication and better health for Ugandans.

The JWSSPS objective supports the overall objectives of Uganda's water and sanitation sector, which are:

i. To manage and develop the water resources of Uganda in an integrated and sustainable manner, so as to secure and provide water of adequate quantity and quality for all social and economic needs of the present and future generations with the full participation of all stakeholders;

ii To achieve sustainable provision of safe water within easy reach and hygienic sanitation facilities, based on management responsibility and ownership by the users, to 77% of the population in rural areas and 100% of the urban population by the year 2015 with an 80-90% effective use and functionality of facilities;

iii To promote development of water supply for agricultural production in order to modernize agriculture and mitigate effects of climatic variations on rain fed agriculture.

¹ African Development Bank, Austria, Denmark, European Union, Germany, Sweden and United Kingdom.

The Danish support to the JWSSPS is initially for a two year period (2008 – 2009) and thereafter it is hoped that a bigger programme will be formulated from 2010 - 2014. Thus the support for TA is for a two year period with a possibility of extension within the overall framework of the JWSSPS planned to end in 2012.

The programme is comprised of seven components namely;

- Rural water supply and sanitation - RWSS
- Small towns water supply and sanitation - STWSS
- Large towns water supply and sanitation - LTWSS (only capacity building/urban reform)
- Sanitation
- Water Resources Management - WRM
- Sector Programme Support - SPS (only capacity building/sector reforms)
- Water for Production – WfP.

Management and organisation

The main principle is that the external support be managed by the implementing agencies with responsibility in the particular component areas. The overall sector management and organisation framework, under which the JWSSPS will be managed is composed of the following elements:

Decision making

- The Water and Sanitation Sector Working Group (WSSWG) including Sub Groups and the DP group.
- Ministry of Water and Environment;
- Directorates and departmental management structures at central and local government level.

Investment Planning

- A comprehensive Sector Investment Plan (SIP) that allows prioritisation of investment in line with policy goals and ensures that all sources of potential funding are directed towards the same targets;
- Medium Term Expenditure Framework (MTEF) 3 year and annual work plans and budgets.

Review and Monitoring

- A comprehensive system of sector review involving a General Assembly, Joint Sector and Joint Technical Reviews (GA/JSR/JTR).
- A performance measurement framework where results are presented once a year to the sector at the JSRs.
- Annual Poverty Eradication Action Plan (PEAP) Implementation Review (APIR).

Financial management

The financial management will follow and support to the greatest extent possible the Uganda financial systems. There are 3 main modalities: i) Poverty Action Fund (PAF) (sector budget support transferred via the Ministry of Finance; ii) transfer via the Joint Partnership Fund and iii) In-kind support for Technical Support.

Strengths / Opportunities:

- Uganda is well equipped with technical skills particularly within the engineering disciplines
- The existence of a strong national sector framework backed up by a coherent and relatively well functioning planning set up consisting of: Reform strategies; Sector

Investment Plans; and the MTEF that is itself based on 3 year rolling work plans and budgets at the implementing entity level;

- A well established SWAp with Joint Sector Reviews (JSR), Joint Technical Reviews (JTR) and the annual publishing of a Sector Performance Report (SPR);

Weaknesses / Challenges:

- Continuing threats to operation and maintenance in both the rural areas, Rural Growth Centres (RGCs) and small towns;
- Regulation in the urban sector both small towns and large towns e.g. regulation of private operators;
- The continued marginalization of sanitation and hygiene promotion and the low prioritization given at district and town level;
- Rising per capita investment costs;
- Low district capacity to implement especially among the new districts and in the North;
- Absence of a funding mechanism for multi-year investments in RGCs, small towns and area based piped schemes;
- Low compliance with abstraction and discharge permits;
- Inter-ministerial coordination, decentralization and application of subsidy rules for WfP;
- Development of reliable management information systems to support the performance measurement framework.

2.2. Sector stakeholders and their respective roles and responsibilities.

National Level

The Water and Sanitation Sector Working Group (WSSWG), chaired by the Permanent Secretary (PS) of the Ministry of Water and Environment (MWE) meets at least every quarter and provides policy and technical guidance for sector development in the country. WSSWG comprises representatives from MWE/The Directorate of Water Development (DWD), National Water and Sewerage Corporation (NWSC), Ministry of Health, Ministry of Education and Sports, Ministry of Finance Planning and Economic Development, Ministry of Gender Labour and Social Development, Development Partners and Non Government Organisations (represented by Uganda Water And Sanitation Network). Two sub-sector working groups have been established for Water for Production (WfP) and for Sanitation. These sub-sector working groups report to the WSSWG.

Local Governments

Local Governments share their responsibilities for implementation and O&M with the users/customers, with whom they closely cooperate. In addition NGOs/Community-Based Organisations (CBOs) play a big role in implementing water and sanitation activities. At district level, District Water and Sanitation Coordination Committees (DWSCs) have been established. Their membership consists of administrative and political leaders, technocrats and NGO/CBO representatives. The role of the DWSCs is to oversee the implementation of WSS programmes and to strengthen collaboration and coordination with other sectors such as health, education and social development.

3. The position

3.1. Title: Financial Management Adviser (FMA).

3.2. Place of work:

The Financial Management Adviser will report to the Permanent Secretary/MWE, who is based at the Ministry of Water and Environment headquarters in Kampala.

3.3. Terms of employment:

The contract period runs for two years with possible extension. Attractive salary, the size of the salary is based on qualifications and on family status. Contributions to a pension scheme, sickness insurance, reimbursement of school expenses, free housing, grant removal and establishment.

3.4. Area of responsibility/tasks:

The Financial Management Adviser (FMA) will support MWE and DPs in the continued alignment of donor support, and will support the Ministry's efforts to strengthen financial management with regard to funds deployed in the Water and Sanitation Sector. Specifically the FMA will provide a) support to financial management structures within the Ministry (with special attention to the requirements of the Directorate of Water Development (DWD) and the Directorate of Water resources Management (DWRM) respectively; and b) support to financial management structures at local government level.

3.5. Success criteria:

The Financial Management Adviser's scope of work will focus on capacity development and will include but not be limited to:

3.5.1 The Joint Partnership Fund (JPF)

- Review, monitor adherence and, where applicable, update JPF procedures to keep them in accordance with GoU procedures to facilitate continued alignment;
- Assist in the contracting of annual external audits including drawing up Terms of Reference (ToR), supervising the audit process, and make follow-up on audit recommendations;
- Support the Fund Manager on matters relating to the fund, as needed;
- Provide guidance to the Fund Accountant with respect to the functioning of the Fund secretariat.

3.5.2 Strengthening of GoU Systems through Harmonisation and Alignment of Donor Support

- Overall support MWE in strengthening its capacity and internal control systems with regard to planning, budgeting, budget execution, procurement, accounting, and reporting;
- Consolidate the financial management set-up established for JPF and GoU funds with a view to aligning the JPF operations to GoU procedures and formats to the greatest possible extent;
- Assist and support MWE and its directorates in the process of shifting support from the JPF towards increasingly utilise sector budget support released through Ministry of Finance, Planning and Economic Development (MoFPED).
- Assist and support DWRM in setting up adequate financial management systems for funds received as sector budget support and conditional grants through the Consolidated Fund and as project aid through the JPF, respectively;
- Assist and support MWE in respect of government's annual planning and budget process (Medium Term Expenditure Framework);
- Assist and support MWE in resolving bottlenecks and strengthening controls within the procurement process.
- Assist and support MWE in improving Output Oriented Budgeting (OOB).

3.5.3 District Conditional Grants

- Assist and support MWE in establishing co-operation with other arms of government of relevance to the handling of resources at local government level, such as the Office of the Auditor General, the Inspector General's Office, MFPED and Ministry of Local Government, with the aim of strengthening the supervision and follow-up of WSS resources at the local government level.
- Assist and support MWE in the scrutiny, audit and follow-up on reports and audits in respect of the support to the districts provided through the sector conditional grant;
- Assist and support MWE in drawing Terms of Reference, supervising and make follow-up on external tracking studies and VFM-audits of the sector conditional grant provided to the districts.

4. **Requirements profile/qualifications**

4.1 Requirements and expectations concerning the candidates' formal qualifications:

- A master degree or higher in business studies/administration or finance;
- Profound experience in financial management, accounting and/or business administration and in providing institutional and development support to senior management;
- Extensive work experience from central governments and, preferably, donors;
- Strong experience from developing countries and, preferable, Eastern Africa;
- Fluency in English written and spoken.

4.2 Requirements and expectations concerning the personal qualities of the candidates:

- Analytical, outgoing and robust with a pragmatic approach and appreciation for the dynamics in a political managed organisation;
- Ability to work as part of an interdisciplinary team with relations to different ministries and stakeholders.

5. **Appointment procedures**

5.1 How do you apply?:

Application form (**must** be used) can be downloaded from:

<http://www.danidajob.dk>

Reference number DK-36794-2007/UGA.12-W should be stated in the application. Applications should be sent to Mercuri Urval A/S at muo@mercuri-urval.com, alternatively to the office address: Philip Heymans Allé 5, DK 2900 Hellerup, Denmark, fax: +45 39 45 65 65.

5.2 Deadline for applications: 28 February 2008, at 9.00 am Danish time.

5.3 Preliminary interviews and personal evaluation: Week 13 in 2008. Mercuri Urval will conduct a personal evaluation of selected candidates.

5.4 Language test: The Ministry of Foreign Affairs has decided that all candidates called in for interview - except for those to whom the relevant language is mother tongue - shall be language tested in Denmark in the working language of the duty station in question (i.e. English).

5.5 Presentation to the appointments committee (Danish and local authorities): 28 March 2008.

5.6 Decision: A decision is expected week 13, 2008.

5.7 Expected commencement: as soon as possible thereafter.