

ABN 88 004 613 067

71 Argyle Street (PO Box 350) Fitzroy VIC 3065

Telephone +61 3 9279 1788

Facsimile +61 3 9419 0976

Australian Volunteers International is committed to work towards a peaceful and just world. It achieves this by providing opportunities for Australians to live, work and learn in partnership with people of other cultures. Volunteers contribute to developing communities and bring a reciprocal benefit to Australia.

Assignment Description

Water Supply Operations Adviser

Employer	Niue Public Works Department (PWD), Water Division
Location:	Alofi, Niue
Background	This position is a new position to strengthen the water sectors capacity to implement regional water projects identified with Pacific Islands Applied Geoscience Commission (SOPAC)
Assignment objective(s)	<ul style="list-style-type: none"> • To provide assistance and support to identified counterpart to enable achievement of in-country implementation of regionally funded water sector projects and to assist with day to day water supply operations. • to strengthen the water sectors capacity to implement regional water projects identified with Pacific Islands Applied Geoscience Commission (SOPAC).
Length of assignment:	The placement will commence from August 2007 for a two year period.
Reports to:	<ul style="list-style-type: none"> • Water Division Manager, PWD
Duties and responsibilities:	<ul style="list-style-type: none"> • Assist the PWD Water Division Manager in the review of technical designs for water supply infrastructure • Assist Niue PWD Water Division in design and implementation of a construction quality control program • Train Water Division staff in the operation and use of groundwater and water quality measurement equipment • To provide technical assistance to the Niue Health Department on Water Quality Surveillance issues • Assist the Niue PWD Water Division in the preparation of a detailed inventory suitable for inclusion onto a GIS of the Niue water supply systems • Assist the Niue PWD Water Division in the development of operations guidelines for the Niue water supply systems • Develop a programme to strengthen the technical competence of selected Water Division staff involved in inspecting household facilities and educating the community in good water conservation practice • Identify needs and implement a construction and maintenance skills training programme for the Water Division staff • To train Water Division staff in various technical aspects of water supply system construction and maintenance • Assist the Niue PWD Water Division to develop a strategy to reduce the volume of

	<p>unaccounted for water in the system</p> <ul style="list-style-type: none"> • Assist in the implementation of a leak detection programme • To provide technical assistance to the Niue PWD relating to the design and construction of new extraction and monitoring bores where necessary • To provide technical assistance with groundwater monitoring, data sets, and also implementing policies • Establish a national water resource database, including population of existing data sets into the database • Provide training to staff in the use, maintenance, and management of the national water resources database • Assist in the development of a GIS for water resource management and water supply purposes • Coordinate activities of field staff and undertake monitoring of water resources including water quality monitoring • Facilitate effective liaison between the Project Advisers at SOPAC and the Niue Government • Assist in the development of a public awareness and education program of identified projects • Provide technical assistance in the development and implementing of water resources management & protection and policy & plan development • Provide technical assistance in running suitable water supply and groundwater software models • Provide a report to AusAID through Australian Volunteers International detailing the work plan approximately 8 weeks after commencing in the position • Provide 6 monthly reports to AusAID through Australian Volunteers International on implementation of the above • Carry out other duties as requested.
Selection Criteria	<p>Qualifications</p> <ul style="list-style-type: none"> • BSc/BE Degree (or equivalent) preferably in water resources management, hydrogeology, environmental management, natural resources management, water distribution and supply or related field. • Appropriate experience in water delivery or management. <p>Desirable:</p> <ul style="list-style-type: none"> • The ability to train skilled and semi-skilled personnel. • A good understanding of small island hydrology. • Experience in water resource assessment, and management. <p>Experience and Knowledge</p> <ul style="list-style-type: none"> • Fluency in oral and written English is a requirement. • Demonstrated initiative in carrying out his/her duties and ability to work independently and in a team. • Proficiency in using Excel and Word and with databases. <p>Personal qualities</p> <ul style="list-style-type: none"> • High level interpersonal, and communication skills; • Commitment to team work, • Ability to cope with cultural isolation and a standard of living that may be different; • Patience, tolerance and flexibility; • The ability to live and work in a new cultural setting; • A preparedness to work with limited resources within a challenging environment;

	<p>Skills and Experience</p> <ul style="list-style-type: none"> Previous experience living and working in a developing country (particularly in the Pacific or small island states) is desirable but not essential.
Remuneration:	<ul style="list-style-type: none"> The employee will receive a local salary of AUD\$19,000 per annum. In addition a Salary Top-up allowance of AUD\$61,000 per annum will be provided to the employee by AusAID via Australian Volunteers International; The employee and accompanying dependents, where applicable, will be provided with airfares at the commencement and completion of the placement, plus basic travel insurance and emergency evacuation insurance; An additional allowance of AUD\$7,800 per annum for each dependent child; An establishment allowance of at least AUD\$7,200* will be provided to assist with pre-departure medical, vaccinations, relocation costs, passport fees and costs of setting up in-country; A return allowance of at least AUD\$2,400* to assist with the return transportation of goods to home and return medical/s will also be provided; Assignment support allowance of AUD \$5,000 (requires approval once in-country). <p><i>*Allowance will vary depending on whether employees are single or accompanied.</i></p>
Accommodation and utilities	<ul style="list-style-type: none"> Accommodation in government housing will be provided by the employer; Utilities (gas, electricity, water and telephone) are at the expense of the employee.
Work hours/days	<ul style="list-style-type: none"> Official work hours are 8.00-12.00 and 12.30-16.00 Annual leave provision for employees is 20 days per annum Sick leave provision for employees is 10 days per annum In addition Niue observes a number of public holidays.
Additional information	<ul style="list-style-type: none"> Employees and any accompanying dependents will take part in a pre-departure briefing run by Australian Volunteers International in Melbourne; Additional support will be given to the employee by Australian Volunteers International's Melbourne based PACTAM Project Coordinator for Niue. Apart from communications via letter, email, telephone and fax, the PACTAM Project coordinator will meet at least once with the employee in country; Confirmation of appointment is subject to: <ul style="list-style-type: none"> <i>Formal approval from AusAID and the employer;</i> <i>Procurement of visa and work permits;</i> <i>A satisfactory medical examination for the applicant and accompanying dependants;</i> <i>A satisfactory criminal record check by the Australian Federal Police for the applicant and all accompanying adults;</i> Professional Indemnity insurance will be discussed at interview.

Background	<ul style="list-style-type: none"> • Australian Volunteers International is an Australian based non-government aid agency primarily involved with the provision of technical assistance to developing countries. • The Government of Niue has asked for assistance in recruiting and supporting the above position through the Pacific Technical Assistance Mechanism (PACTAM). • PACTAM is funded by the Government of Australia through its official Aid Agency, AusAID, and is managed by Australian Volunteers International. • PACTAM places skilled personnel to work with Host Organisations within the Pacific Region to assist in meeting their human resources needs, and to respond to emerging development needs.
Applications	<p>This assignment description contains information AVI has obtained from the employer at this point of time and is subject to change.</p> <p>Applications are preferred via our on-line application form. If you are applying by email, please type the position number in the subject line of your message.</p> <p>Applicants must be an Australian/New Zealand citizen or hold permanent residency in Australia/New Zealand.</p> <p>In your cover letter, please address the selection criteria outlined in the assignment description. A current curriculum vitae, including the names and contact details of one personal and two professional referees and copies of your formal qualifications should also be attached. Referees will not be contacted without prior consent.</p> <p>Posted applications should be addressed to:- Recruitment Services Australian Volunteers International PO Box 350 Fitzroy VIC 3065 Fax: (03) 9419 0976 E-mail: recruit@australianvolunteers.com</p> <p>Australian Volunteers International is strongly committed to protecting the rights of children. We adhere to laws in Australia and foreign countries regarding child exploitation and support Childwise and ECPAT International.</p>