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Terms of Reference (Field Facilitator)

Position Title:	Field Facilitator
Reporting to:	Environmental Officer/Coordinator
Grade:	B2
Duty Station:	Faisalabad
Employment Contract:	8 months (short term)
Work Week:	5 Days (Monday to Friday) – 40 hrs/week
Work Hours:	0830 hrs. to 1715 hrs

Working Relationships

External:	Contractors, Vendors, Project Stakeholders & Communities
Internal:	Project Team

Project Context:

WWF-Pakistan is initiating a 'Community Water Stewardship' project in Faisalabad Catchment on water replenishment and conservation that will help communities to conserve the rainwater and replenish the groundwater aquifers. The project activities will also help the rural communities to treat their wastewater through floating treatment wetlands and use for agriculture and other purposes.

The specific objectives of the project will be, but not limited to;

- Conserve the rainwater by installation of rainwater harvesting systems • Installation of Recharge wells for replenishing the groundwater aquifer
- Installation of floating treatment wetlands to treat the wastewater and reuse it for other purposes by the communities
- Construction of Ablution water rainwater harvesting systems at the worship places and reuse of that treated water.
- Construction of line water courses and laser land levelling to reduce the water footprint of the crops.
- Land cover management by different campaigns such as Urban & rural afforestation
- Awareness raising campaign among the schools, institutions and WASH activities
- Sharing the success stories at the Government level and engagement with policy makers to promote the water replenishment and stewardship approach

Key Responsibilities:

- Support on-the-ground water stewardship projects under the guidance of the project team and ensure efficient execution of construction activities on field.
- Monitor the quality and quantity of materials during site visits and calculate the required or utilized material accordingly.
- Preparation of designs using AutoCAD and other related software.
- Layout intervention workplan and daily inspection plan
- Conduct regular field visits to monitor progress and ensure construction quality.
- Report site activities to project team based on site visits and technical monitoring and ensure compliance with engineering standards and design.
- Perform any other tasks related to technical support and engineering needs as assigned by the Project Team.
- Prepare an updated progress report on daily basis

Selection Criteria:**Education & Experience:**

- DAE Civil from a recognized institution.
- Fresh graduate with expert in AutoCAD drafting and basic civil engineering practices (preferred).
- Preference will be given to having experience in Auto CAD and site supervision.

Technical Skills:

- Expert in AutoCAD (Civil 2D, 3D Drawings) and other 3D design software.
- Able to generate actual animated videos of the interventions.
- Understanding of civil engineering concepts related to water management, construction, and infrastructure development.
- Familiarity with surveying tools and site measurement techniques.

Soft Skills:

- Strong communication and coordination skills.
- Ability to work independently and manage multiple tasks efficiently.
- Problem-solving mindset with a strategic approach to water replenishment challenges.
- Willingness to conduct frequent field visits and engage with stakeholders.
- Adheres to WWF's values, which are: Passionate, Challenging & Inspiring, Credible & Accountable, and Persevering & Delivering Results
- Proficiency in the use of computer office applications on word processing, spread sheet and presentation

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