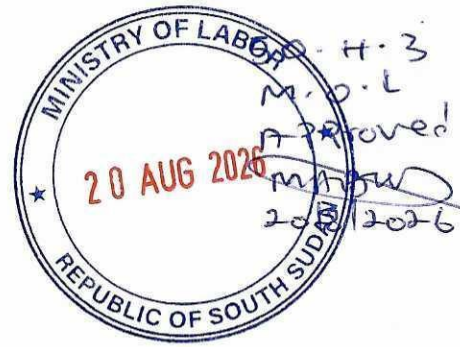




Gudele, Hai Peace Residential area, Plot Nos.512 & 513, Block III, Juba City, South Sudan

Email: stewardwomen.jobs@gmail.com

Webpage: www.steward-women.org

Job Advert
20th August, 2026

Title	Research & MEAL Manager
Number of Position	One (1)
Working Hours	100% commitment
Duty Location	Juba County, Central Equatorial State
Application Deadline	8 th September, 2026
Job Start Date	As Soon As Possible (asap)

1. Background,

STEWARDWOMEN is an indigenous South Sudanese women-led organization founded in 2009 to address the problems of sexual and gender-based violence; lack of access to justice by women; lack of participation of women in leadership and decision-making and poverty among others. It is registered as a not for profit non- governmental organization with the government of South Sudan in 2009. Our vision is a South Sudanese society "free from the violations of the human rights of women and children". Our mission is "to develop, shape and empower South Sudanese women to advocate for policies that foster equal economic opportunity and secure human rights for women and children". Our 2024-2026 Strategic areas of intervention are: 1) Women, peace, and security, 2) Sexual and reproductive health rights, 3) food security and livelihood, 4) conflict transformation, 5) Trafficking in Persons (TIP), and 6) Emergency response. We are in search of a suitably qualified, mature and disciplined South Sudanese that share the vision and mission of the organization to fill the position of Research & MEAL Manager.

2. Job Purpose,

To design, implement, and oversee comprehensive Research and MEAL systems that ensure high-quality data collection, rigorous impact evaluation, and proactive stakeholder accountability. This role converts field data and operational research into strategic insights, driving continuous organizational learning and maximizing the effectiveness of program interventions.

3. Duties and Responsibilities,
Research and Evidence Generation

- Design Research Frameworks: Create gender-sensitive qualitative and quantitative research methodologies to study the changing roles of women in local peace processes, conflict resolution, and community security.



- b) Contextual Data Collection: Oversee baseline, mid-term, and endline studies, ensuring tools capture protection risks and are culturally safe for women and girls in diverse South Sudanese communities.
- c) Partner Collaboration: Work alongside local women-led civil society organizations (CSOs) and academic or institutional partners to analyze peace-index indicators and publish evidence-based advocacy briefs.

Monitoring and Indicator Tracking

- a) Logframe Management: Operationalize theories of change and logical frameworks for WPS activities (e.g., tracking women's participation in peace committees or leadership trainings). [1]
- b) Data Disaggregation: Ensure all monitoring data is strictly disaggregated by sex, age, and vulnerability status.
- c) Quality Control: Conduct regular Data Quality Assessments (DOAs) and field visits to verify output tracking tables across different project locations.

Accountability to Affected Populations (AAP)

- a) Feedback Mechanisms: Maintain safe, confidential Feedback and Complaint Response Mechanisms (FCRM) tailored so women and marginalized groups can safely report issues or sexual exploitation and abuse (PSEA).
- b) Community Engagement: Facilitate participatory dialogues with women leaders to ensure project activities remain transparent, responsive, and relevant to community realities.

Learning and Reporting

- a) Adaptive Management: Lead reflection and pause-and-reflect sessions with program teams to adapt WPS strategies in fragile and shifting operational contexts.
- b) Knowledge Management: Document case studies, impact stories, and lessons learned to share with donors, the South Sudan NGO Forum, and gender clusters.
- c) Donor Compliance: Write robust MEAL narrative sections and indicator performance reports for institutional and private donors.

Educational Qualification,

The key educational qualifications required for a Research and MEAL Manager in this specific context focus on a strong foundation in social sciences, advanced research training, and specialized knowledge of gender and development.

Required Degrees

- a) Master's Degree (Highly Preferred): Advanced degree in Gender Studies, Peace and Conflict Studies, International Development, Statistics, Human Rights, or Sociology. [1]
- b) Bachelor's Degree (Minimum): University degree in social sciences, development statistics, public policy, or a related field combined with extensive field experience.

Specialized Certifications

- a) MEAL Professional Certifications: Formal certification in monitoring and evaluation methodologies (e.g., PMD Pro, MEAL DPro, or certificates from recognized statistical institutes).
- b) Advanced Statistics Training: Certified proficiency in quantitative and qualitative data analysis software (e.g., SPSS, Stata, NVivo, KoboToolbox).
- c) Gender and Protection Training: Specialized training certificates in Women, Peace, and Security (UNSCR 1325), Gender-Based Violence (GBV) research ethics, or Do No Harm principles.

Required Experience



- a) **Professional Longevity:** Minimum 5 to 7 years of progressive experience in MEAL and research roles within the humanitarian or development sector.
- b) **Contextual Expertise:** At least 3 years of field-level experience working inside South Sudan, with a deep understanding of local conflict dynamics, gender norms, and the cultural landscape.
- c) **Thematic Familiarity:** Proven track record of managing MEAL systems specifically for Women, Peace, and Security (WPS), Gender-Based Violence (GBV), or human rights programs.
- d) **Leadership History:** Minimum 2 years in a supervisory or managerial role, directly leading data collection teams, enumerators, and field officers.
- e) **Donor Exposure:** Demonstrated experience managing MEAL frameworks for major international donors (e.g., USAID, BHA, EU, FCDO, or UN agencies).

Core Technical Skills

- a) **Software Proficiency:** Advanced mastery of mobile data collection tools (KoboToolbox, ODK) and statistical analysis software (SPSS, Stata, or R for quantitative data; NVivo or ATLAS.ti for qualitative data).
- b) **Methodological Design:** Ability to design mixed-method research, formulate complex indicators, create logframes, and build robust Theories of Change.
- c) **Ethical Data Handling:** Strong skills in applying "Do No Harm" principles, managing informed consent, and ensuring data protection/anonymity for survivors of conflict or violence. [1]
- d) **Reporting & Documentation:** Exceptional technical writing skills to draft high-quality research reports, advocacy briefs, and donor-compliant MEAL narratives.

Behavioral Competencies

- a) **Cultural Sensitivity:** High emotional intelligence and respect for diverse ethnic groups, traditional leadership structures, and local gender dynamics in South Sudan.
- b) **Strategic Adaptability:** Ability to maintain composure and pivot MEAL operations quickly during sudden security fluctuations or political transitions.
- c) **Strategic Communication:** Strong diplomatic and negotiation skills to present sensitive data to government officials, community elders, and international partners.
- d) **Collaborative Leadership:** A coaching mindset dedicated to mentoring national staff and building the long-term technical capacity of local team members. [1, 2]

7. Application procedure,

This position is open to qualified South Sudanese (preferably women) only. Applications and CVs (max. 2 pg.) including contact details of 2 professional referees should be submitted through our Email address: stewardwomen.jobs@gmail.com, addressed to: Administration and Finance manager

Only shortlisted applicants will be contacted for interviews. **STEWARDWOMEN** has a zero tolerance towards sexual exploitation, abuse and harassment (SEAH).

Sincerely,

David Geofrey/Director

