



VACANCY ANNOUNCEMENTS

About Mercy Corps

Mercy Corps is powered by the belief that a better world is possible. To do this, we know our teams do their best work when they are diverse, and every team member feels that they belong. We welcome diverse backgrounds, perspectives, and skills so that we can be stronger and have long term impact.

Vacancy: SYSTEMS STRENGTHENING SPECIALIST.

Reports to: Director of Programs.

Duty Station: Juba

Start Date: ASAP.

Deadline of Application: 22nd January 2025.

GENERAL POSITION SUMMARY:

. The Systems Strengthening Specialist will provide technical support for the SUCCESS program's systems strengthening initiatives, focusing on building sustainable governance and operational capacities within local CSOs. Based in Juba, the Systems Strengthening Specialist will work closely with the Technical Lead for Systems & Governance and other program teams to design, implement, and monitor CSO strengthening interventions. This role will be pivotal in enhancing CSOs' operational, financial, and governance structures, enabling them to deliver their mandates effectively and independently.

ESSENTIAL JOB FUNCTIONS:

Technical Support and Program Implementation

- Work closely with the Technical Lead to develop and implement strategies for strengthening the operational and governance systems of partner CSOs.
- Support design and deliver technical support activities, including training and mentorship, to improve CSO capabilities in organizational management, financial oversight, and governance.
- Collaborate with program partners to integrate best practices in systems strengthening across program activities.

Capacity Building for CSOs

- Conduct organizational assessments to identify capacity gaps within partner CSOs and develop tailored support plans to address these needs.
- Provide hands-on support to partner organizations in implementing effective governance structures, internal controls, and financial management practices.
- Facilitate workshops and training sessions focused on systems improvement, governance, financial accountability, and operational resilience.

Monitoring and Evaluation of Systems Strengthening Initiatives

- Support the development and tracking of systems strengthening indicators, working with the MEL team to monitor progress and assess the impact of capacity-building interventions.
- Conduct field visits to observe and support the implementation of systems strengthening



activities, capturing lessons learned and areas for improvement.

- Document successful practices and produce reports detailing outcomes and recommendations for future programming.

Stakeholder Engagement and Coordination

- Maintain strong relationships with CSO partners, government stakeholders, and other relevant actors to facilitate collaboration and alignment with the SUCCESS program's objectives.

- Act as a resource for CSO partners, offering guidance on best practices in governance and systems management.

- Represent the SUCCESS program in meetings and forums related to systems strengthening and governance, promoting Mercy Corps' work and sharing insights.

Learning and Adaptation

- Work with the program team to integrate learning from systems strengthening activities into program planning and design, facilitating continuous improvement.

- Support adaptive management by regularly reviewing program data and adjusting strategies based on emerging needs and contextual shifts.

- Document and share lessons learned with internal and external stakeholders to contribute to the broader sector knowledge base on CSO strengthening.

KNOWLEDGE AND EXPERIENCE:

- Bachelor's degree in organizational development, Public Administration, International Development, or a related field. A master's degree is preferred.

- Minimum of 5 years of experience in systems strengthening, capacity building, or organizational development, preferably within a development or humanitarian context.

- Proven expertise in governance and operational strengthening for local organizations, including knowledge of internal controls, financial management, and risk management practices.

- Strong understanding of CSO challenges in fragile settings, with experience working with diverse civil society actors such as grassroots and women-led organizations.

- Excellent training and facilitation skills, with experience delivering capacity-building activities for a variety of stakeholders.

SUCCESS FACTORS:

The ability to interact effectively with international and national personnel is required. A demonstrated ability to multi-task, meet deadlines and process information in support of changing program activities is necessary. A professional standard of program, finance and procurement ethics as well as the willingness and ability to enforce compliance with Mercy Corps and donor policies and procedures is essential. The post must be willing to travel to Mercy Corps field offices and project sites.

Consent Language

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PROGRAM/DEPARTMENT SUMMARY:

Mercy Corps has been present in South Sudan since 2005, focusing its interventions on Water Security, Economic Opportunity, Good governance, and Food Security. With funding from FCDO, Mercy Corps has been able to work together with communities in South Sudan to respond to these priorities/ needs bringing benefit to direct and indirect program participants in the sector of Peace Building & Good Governance

The Operations Department provides key support to the entire country program in procurement, asset management, warehouse management, fleet management, and facilities & office management for successful program implementation.

Vacancy: Senior Supply Chain Specialist.

Reports to: Country Director

Duty Station: Juba.

Start Date: ASAP.

Deadline of Application: 22nd January 2025.

GENERAL POSITION SUMMARY:

The Senior Supply Chain Specialist oversees the procurement and logistics aspects of Mercy Corps' operation and is responsible for enabling excellence in all procurement and logistics functions in the country program including Procurement, Logistics, Assets, Fleet, IT and Warehousing. They ensure effective systems that support a strategy for healthy, robust, and integrated functions of local team members. Working closely with Program, Administration and Finance, the Senior Supply Chain Specialist is instrumental in supporting program activities through their services.

ESSENTIAL JOB FUNCTIONS:

- Coordinate MC procurement activities according to the Field Procurement Policies and Procedures, SOPs, and donor rules & regulations.
- Act as Head of Procurement and Logistics in the country program.
- Ensure that the procurement department supports the programs efficiently and compliantly.
- Interact with contractors and vendors, in coordination with the Program Managers.
- Coordinate logistical (non-program) aspects of material aid projects and associated shipments; manage importation and customs clearance elements. Oversee equipment registration, licensing, and insurance, etc.
- Ensure that the required documentation of supplies and transactions are completed to standards.
- Liaise with finance to ensure compliance and payment schedules; maintain service contracts.
- Ensure that Mercy Corps' procurement activities are legal and moral.
- Enforce proper use of procurement ceilings and approval procedures



TEAM MANAGEMENT

- Create and sustain a work environment of mutual respect where team members strive to achieve excellence.
- Promote accountability, communicate expectations, and provide constructive feedback via regular performance reviews.
- Supervise, hire, and orient new team members, as necessary.
- Provide team members with information, tools, and other resources to improve performance and reach objectives.
- Contribute to country team-building efforts, help team members identify problem-solving options and ensure the integration of all team members into relevant decision-making processes.
- Prepare status reports on deliveries for P&L and office Management and recipient of supplies.
- Assist in the maintenance of thorough procurement files and asset files as outlined in the MC procurement policy and asset policy.

KNOWLEDGE AND EXPERIENCE:

- Degree in a relevant business field or professional procurement qualification is desired.
- Minimum 3 years of experience procurement management at large scale.
- At least 3 years' field experience setting up and managing administration, procurement, and logistics systems with humanitarian NGOs with supervisory responsibilities.
- Excellent negotiation and representation skills.
- Strong organizational skills and demonstrated attention to detail, strong ability to follow procedures, meet deadlines, and solve problems both independently and cooperatively.
- Excellent verbal and written communication skills including English skills, and high level of computer skills on Microsoft Office applications.
- Ability to work and interact effectively with an ethnically diverse team and international and national personnel, in a sensitive environment.
- A demonstrated ability to multi-task, prioritize and process information into action, to avoid delays to program activities.
- A clear understanding of procurement ethics and donor compliance is essential.

SUCCESS FACTORS:

The successful Senior Supply Chain Specialist will be good at problem-solving and work out methods to deliver successful programs while demonstrating excellent stewardship of donor funds and compliance with Mercy Corps and donor regulations. They will maintain strong cooperative relationships with other departments and interact effectively with international and national personnel both in a managerial and training capacity while demonstrating the ability to multi-task, meet deadlines and process information in support of changing program activities. The most successful Mercy Corps staff members have a solid commitment to teamwork and accountability, thrive in evolving and changing environments and make effective written and verbal communication a priority in all situations.

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Vacancy: Project Manager.

Reports to: Director of Programs.

Duty Station: Juba

Start Date: ASAP.

Deadline of Application: 22nd January 2025.

GENERAL POSITION SUMMARY:

The Project Manager will be responsible for the day-to-day management and successful implementation of the SUCCESS program in South Sudan. Based in Juba, this position will oversee program planning, execution, and monitoring, ensuring that activities are on schedule, within budget, and aligned with Mercy Corps' goals and donor expectations. The Project Manager will work closely with the Director of Programs, Technical lead – Systems & Governance, local partners, and Mercy Corps' technical and operations teams to deliver impactful results and build lasting relationships with CSOs and stakeholders.

ESSENTIAL JOB FUNCTIONS:

Project Management and Implementation

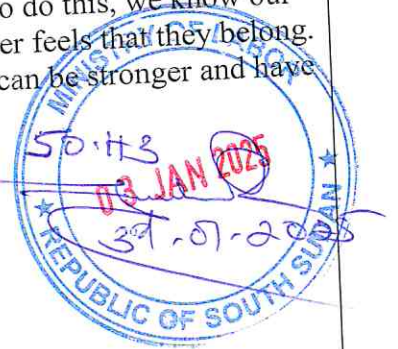
- Oversee the day-to-day implementation of project, ensuring they align with project goals, timelines, and budgets.
- Develop and maintain a detailed work plan, coordinating team members, local partners, and stakeholders to ensure efficient and effective project delivery.

Team Leadership and Coordination

- Lead and motivate a multi-disciplinary project team, fostering a collaborative and high-performance culture.
- Coordinate closely with Mercy Corps' technical teams, including Monitoring, Evaluation, and Learning (MEL), to ensure that project objectives are met and tracked effectively.
- Work with support teams in finance, procurement, and logistics to ensure smooth implementation and compliance with Mercy Corps' and donor policies.

Partner Engagement and Capacity Building

- Build and maintain strong relationships with local partners, including grassroots CSOs, national NGOs, faith-based organizations, women-led and youth-led groups, and disability-focused organizations.
- Oversee the delivery of capacity-building initiatives, including workshops, training sessions, and technical assistance, to strengthen governance, financial accountability, and operational



effectiveness within partner organizations.

- Ensure that the program is responsive to the unique needs of women-led, youth-focused, and other marginalized CSOs.

Monitoring, Evaluation, and Reporting

- Collaborate with the MEL team to track program outcomes, document successes, and capture lessons learned for continuous program improvement.
- Ensure timely submission of high-quality reports to the Program Director, donor, and other stakeholders, highlighting program impact, challenges, and progress toward goals.
- Participate in field visits to monitor program activities and engage with beneficiaries to gather feedback.

Stakeholder Engagement and Advocacy

- Advocate for the role and impact of civil society in South Sudan, working to create an enabling environment for CSOs through policy engagement and collaboration with stakeholders.
- Foster collaboration and knowledge sharing between CSOs, government agencies, and other international partners.

KNOWLEDGE AND EXPERIENCE:

- Bachelor's degree in international development, Project Management, Public Administration, or a related field. A master's degree is preferred.
- Minimum of 5 years of experience managing complex, multi-stakeholder projects in fragile or conflict-affected settings, with a preference for experience in South Sudan or similar contexts.
- Strong understanding of civil society empowerment, governance, and capacity-building approaches, especially with marginalized groups.
- Proven ability to manage budgets, monitor expenses, and ensure financial accountability.
- Experience in managing diverse teams and working with a range of stakeholders, including CSOs, government entities, and international donors.
- Excellent written and verbal communication skills, with proficiency in English. Knowledge of local languages is an asset.
- Strong problem-solving, decision-making, and organizational skills, with an ability to work independently and collaboratively.

SUCCESS FACTORS:

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