



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: MEAL & CARM Officer.

Reports to: MEAL & CARM Manager.

Duty Station: Juba.

Start Date: SAP.

Deadline of Application: 4th August 2026.

GENERAL POSITION SUMMARY:

The MEAL & CARM Officer is responsible for supporting Programme quality through effective monitoring, evaluation, accountability, learning, market systems analysis, and organizational capacity strengthening. The position ensures that Programme implementation is evidence-driven, adaptive, and responsive to community needs while strengthening partner organizations through organizational capacity assessments and tailored capacity development initiatives etc. The officer will support project teams, partners, private sector actors, government institutions, and communities to generate quality evidence, monitor Programme performance, facilitate organizational learning, conduct market assessments, and strengthen institutional capacities.

Key responsibilities include

- Lead the development and implementation of project-specific MEAL frameworks, indicator tracking systems, institution tracking system, performance monitoring plans and reporting tools.
- Develop and maintain comprehensive data management systems that ensure timely collection, storage, cleaning, validation, analysis and reporting of Programme data.
- Design digital data collection tools using platforms such as CommCare, Kobo Toolbox, ODK, or similar applications.
- Coordinate baseline, midline, endline, post-distribution monitoring, outcome monitoring and evaluation exercises.
- Conduct routine data quality assessments (DQAs), field verification visits and data audits to ensure accuracy, completeness, consistency and reliability of Programme information.
- Produce analytical reports, dashboards and visualization products using Excel, Power BI, SPSS, STATA, R, MAXQDA or similar analytical software.
- Monitor project performance against key indicators and provide regular performance updates to Programme management.

Market Systems Development (MSD)



The officer will contribute to the design, implementation and monitoring of market systems interventions that strengthen livelihoods, improve market functionality and promote inclusive economic opportunities for vulnerable populations.

Organizational Capacity Assessment (OCA) And Capacity Strengthening

The officer will support institutional strengthening of local organizations through systematic organizational capacity assessments, capacity development planning and continuous mentoring

- Coordinate Organizational Capacity Assessments (OCA) using internationally recognized assessment tools such as ASPIRE, OCAT, Organizational Capacity Index (OCI) or other institutional assessment frameworks.
- Facilitate participatory organizational self-assessment processes with local NGOs, civil society organizations, community-based organizations, faith-based organizations and government institutions.
- Analyze assessment findings and prepare comprehensive organizational capacity assessment reports.

Accountability, Safeguarding and Community Engagement

The officer will strengthen accountability systems that ensure communities actively participate in Programme implementation and decision-making while safeguarding vulnerable populations

- Design and strengthen Community Feedback and Accountability Mechanisms (CFAM/CARM).
- Ensure community feedback is systematically collected, analyzed, documented and integrated into Programme decision-making.
- Monitor effectiveness of complaints and response mechanisms and ensure timely closure of feedback cases.

Research, Assessments and Knowledge Management

- Design and coordinate quantitative and qualitative research studies.
- Conduct household surveys, Key Informant Interviews (KIIs), Focus Group Discussions (FGDs), observations and market assessments.
- Develop research protocols, questionnaires and data collection tools.
- Perform statistical and qualitative analysis using appropriate analytical software.
- Produce high-quality research reports, assessment reports and evidence summaries.
- Develop policy briefs, learning papers and technical publications

KNOWLEDGE AND EXPERIENCE:

- Bachelor's degree in Monitoring and Evaluation, Statistics, Economics, Development Studies, Agriculture, Business Administration, Social Sciences, Rural Development or related discipline.
- Master's degree in M&E is an added advantage
- Minimum 4-5 years of progressively responsible experience in MEAL within humanitarian or development Programmes.
- Demonstrated experience conducting Organizational Capacity Assessments (OCA).
- Proven experience implementing Organizational Capacity Development Plans.
- Strong experience in Market Systems Development (MSD) Programming.
- Experience conducting value chain analyses and market assessments.
- Experience supporting local partners and civil society capacity strengthening.
- Experience managing large Programme datasets.



- Experience conducting baseline, midline, endline and evaluation studies.
- Experience working with institutional donors is desirable

SUCCESS FACTORS:

A strong team member will be conscientious, with excellent judgement, capable of multi-tasking, prioritizing, problem-solving and attention to detail with strategic vision. S/he must have the confidence, and humility, to work effectively with a large variety of people who will be diverse culturally, economically and in social status. S/he must be sensitive to political and cultural nuance and able to consistently apply excellent judgment to a variety of demanding and fast-changing situations, as well as the ability to foster solid working relationships with Mercy Corps staff, LNGOs and CBOs. Working as part of a team and coordinating with project personnel, as well as strong organizational skills, are essential to this position.

Consent Language

Mercy Corps collects your personal data for the purposes of managing Mercy Corps recruitment related activities as well as for organizational planning purposes globally. Consequently, Mercy Corps may use your personal data in relation to the evaluation and selection of applicants including, for example, setting up and conducting interviews and tests, evaluating and assessing the results thereto and as is otherwise needed in the recruitment processes including the final recruitment.

Mercy Corps is an international organization consisting of multiple affiliated companies in various countries. Mercy Corps has international sites and uses resources located throughout the world. Your data may be held on secure platforms globally, including outside of the EU. All personal data whether relating to recruitment or employment, is held on a secure platform and system which is subject to regular testing and audit. Unless stated in the job description that the post involves other organizations with which the information will be shared as part of the recruitment process, your personal data will only be shared with third parties where consent is given.

Mercy Corps participates in the Inter-Agency Misconduct Disclosure Scheme (the "Scheme") (www.schr.info/the-misconduct-disclosure-scheme). Accordingly, we request information from a job applicant's previous employer(s) about any investigations which found that the applicant committed sexual exploitation, sexual abuse and/or sexual harassment during employment, or incidents of misconduct under investigation when the applicant left employment. By applying, you confirm your consent to Mercy Corps collecting your prior employment history under the Scheme as part of the application process. Your data will be stored for up to four years.

Attestation Language:

"By applying for this position, I attest that I have never violated a sexual misconduct, sexual exploitation and abuse, child safeguarding or human trafficking policy and that I have never been disciplined for violating an employer's code of conduct."

Apply to: Mercy Corps Juba Office located at Kololo road thong Ping area plot 445 behind sector 4.

All applications will include CV, and all relevant copies of official documents, should be submitted by email:

ss-apply@mercycorps.org (female candidate strongly advise applying)

This position is open for South Sudanese only and due to urgently shortlist will be in daily basis.

