VACANCY ANNOUNCEMENT

Action Against Hunger is a non-governmental organization whose aims and mission is to save lives by eliminating hunger, under-nutrition, particularly during and after emergency situations like disasters. Action Against Hunger focuses on nutrition, health and healthcare practices; food security and livelihoods (FSL); water, sanitation and hygiene (WASH) and advocacy.

Action Against Hunger USA is currently looking for a qualified **South Sudanese Nationals** to fill in the position of **Health and Nutrition Program Manager** based in Duk Jonglei (with 50% field travel).

Position:	**Health and Nutrition Program Manager,**
Reports to:	**Field Coordinators *(Administratively)***
	Head of Health and Nutrition Department *(Technically)*
Location:	**Jonglei State, with support to other Counties**
Last Updated	**Oct 2026**
Start Date:	**As soon as possible**
Opening date:	**29 October 2026**
Closing Date:	**17 November 2026**

About Action Against Hunger

Action Against Hunger leads the global movement to end hunger. We innovate solutions, advocate for change, and reach 28 million people every year with proven hunger prevention and treatment programs. As a nonprofit that works across 55 countries, our 8,990 dedicated staff members partner with communities to address the root causes of hunger, including climate change, conflict, inequity, and emergencies. We strive to create a world free from hunger, for everyone, for good.

Action Against Hunger is part of the Action Against Hunger International network. As an independent NGO, Action Against Hunger currently manages operations in 8 countries: Kenya, South Sudan, Somalia, Tanzania, Uganda, Ethiopia, Zambia, and Haiti.

About the Country Program in South Sudan

Action Against Hunger has been operational in South Sudan for past 30 years, addressing both chronic and acute needs through a comprehensive multi-sectoral approach. Our programs integrate Nutrition, Food Security & Livelihoods, Water, Sanitation & Hygiene (WASH), Protection, and Gender interventions to strengthen resilience and improve community well-being. To implement these programs effectively, Action Against Hunger engages both national and international staff, with a dedicated country team of approximately 100 professionals operating across regional and satellite offices. Action Against Hunger currently operates in five regions: Warrap, Northern Bahr el Ghazal, Pibor, Jonglei and Central Equatorial states with a robust portfolio of $15 million per year, covering emergency response, resilience-building, research, and innovation programs to drive sustainable impact. In 2024/2025, the key donors include ECHO, UNICEF, AICS, GFFO, SIDA, WFP, SSHF, GAC, The Netherlands MFA, FAP, Private donors and other partners committed to supporting humanitarian and development efforts in the country. To enhance the level oversights to the various projects implemented in the field sites, ACF is recruiting Health and Nutrition program managers for NBeG, Warrap and Jonglei States.

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30 OCT 2026
REPUBLIC OF SOUTH SUDAN

APPROVED.
30.10.2026

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I. SUMMARY OF POSITION:

The primary purpose of the position is to provide leadership, program and financial management support for the health and nutrition projects, supervising health and nutrition staff and ensuring targets are met in compliance with donor regulations. The post-holder will be reporting to the **Field Coordinators with dotted lines to the Head of Health and Nutrition department.**

The responsibility of the Health and Nutrition Manager will be to provide leadership to the planning, coordination, implementation and monitoring of all facets of the health and nutrition programs in NBeG, Warrap and Jonglei State, build capacity, lead and guide the health and nutrition teams. S/he will provide technical management and overall oversight in the following areas: budgeting and expenditure control, development and control of implementation plans, building capacity of health and nutrition teams, service delivery reporting as well as high quality financial and narrative reporting. The Project Manager will contribute to strengthening ACF's Health and nutrition portfolio by including but not limited to providing support in documentation; knowledge management and contribute to the development of new funding applications/proposals in the sector. S/he will also be expected to represent ACF in consortiums, State and County engagement forums. As part of her/his responsibility and to assure objectives are being met S/he will be expected travel extensively to all health and nutrition sites in NBeG, Warrap and Jonglei State. S/he will be expected to demonstrate excellent partnership management skills through engagement with MOH, UNICEF, WHO, WFP and other implementing partners in NBeG, Warrap and Jonglei State.

PURPOSE:

- Manage and coordinate all activities under the SIDA, GFFO, GAC, ECHO WFP, UNICEF projects, including the development, implementation and monitoring of project and budgets according to donor agreements and rules/regulations, and ACF internal policies
- To work with other Nutrition & Health PMs and other sectors to analyze needs in the area and propose activities & locations accordingly.

ENGAGEMENT

- Coordinate with relevant stakeholders such as MOH, UN agencies focal person, other implementing partners for the smooth implementation of the health and nutrition projects.
- Provides advice and guidance to ACF senior management.
- Coordinate and participate in relevant rapid assessments, taskforce meetings during emergencies and disease outbreaks

DELIVERY

- Deliver programming interventions for meeting the needs of children, women, adolescents and beneficiaries based on assessment findings.
- Contribute and participate in the development of new funding applications/concept notes and proposals by providing the technical inputs as required

II. ESSENTIAL JOB FUNCTIONS

Project Management; Programme delivery, management and quality assurance

- Manage and coordinate all activities under the SIDA, GFFO, GAC, ECHO WFP, UNICEF projects, including the development, implementation and monitoring of project and budgets according to donor agreements and rules/regulations, and ACF internal policies
- Responsible for ensuring quality and the timely implementation of this project and day to day management of the project.
- Working with other Nutrition & Health PMs and other sectors to analyze needs in the area and propose activities & locations accordingly.

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- Ensuring quality implementation of nutritional and primary health packages, including CMAM, IYCF, Micronutrient interventions and PHC (RH, EPI, OPD, HE)
- Support implementing partners to plan, implement and monitor delegated project activities as effectively and efficiently as possible
- Participating in the preparation and execution of nutritional assessments (provide information to those conducting the study: local geographical, economic, social and anthropological data)
- Plan, organize and conduct capacity-building training and supervision for the health facilities and local partner staff.
- Preparing timely procurement requests according to project procurement plan, BoQ and budgets,
- Establish supplies monitoring and controlling mechanisms (Therapeutic products, drugs, and medical supplies)
- Manage and ensure proper utilization of funds through monitoring budget follow-up (BFU)and budget forecasting (financial projections) according to the donor proposals.
- Ensure that the MEAL plan for the nutrition and health programme is rolled out), followed and share updates with other Nutrition PMs, Field manager and Nutrition & Health Head of Department
- Provides leadership in overall planning for annual, quarterly project plans and development of monthly scopes of work.
- Monitor and promote integrated programming with health, nutrition, WASH, MHPSS in order to increase overall project impact.
- Oversees the development and implementation of annual implementation plans
- Ensure that the health and nutrition projects are implemented in strict compliance to ACF's policy and donor requirements and regulations which include, in all aspects and phases of implementation.
- Lead and motivate the project team to instil responsibility in the delivery of the project's goals and objectives.
- Ensure regular monitoring and monthly reporting on all grants' management aspects: phased budget and actual expenses analysis, procurement plans development, work-plan progress and updating, data collection and analysis and monitoring of indicators.
- Take full responsibility for the delegated budget holding function on the programmatic aspects of the supervised grants, participate actively in finance meetings, award review meetings and contribute to financial decision making.
- Communicate and work closely with Finance & Awards to develop quarterly and annual expenditure forecasts, monitor monthly expenses ensuring to address overspends and underspends, and ensure that expenses are incurred in accordance with annual budgets, quarterly expenditure forecast, and using correct budget codes.
- Maintain effective program reporting, monitoring and evaluation systems for both internal and external use and ensure that monitoring and evaluation tools are systematically implemented and used by the team, in cooperation with MEAL staff.
- Produce high quality reports within agreed reporting schedules.
- Document programme learning and incorporate analysis and lessons learned into new strategies/activities and advocacy work.
- Conduct supervisions in collaboration with State and County Health teams and stakeholders.
- Participate in cluster meetings, monthly and quarterly review meetings at county and state levels with partners, MOH and UN agencies
- Ensure all donor questions, concerns and information requests are responded to appropriately and timely.
- In line with the policy of ACF as a learning organisation, contributing to the capitalisation of good practice, experience, and assessments

Human Resource Management and staff development

The Health and Nutrition Programme Manager is responsible for:

- Evaluation of the skill level and technical competence of the ACF teams and local implementing partner

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- Identification of capacity building gap and training needs
- Skills development for ACF colleagues and local implementing partners staff in his/her programme
- Ensuring the quality of training programmes established for the ACF teams and local implementing partner
- Management of his/her teams (leadership, monitoring, motivation....)
- Determine the HR needs for the implementation of nutrition and health activities
- Taking part in the recruitment of staff in line with HR procedures and in consultation with Field manager and base HR focal person
- Conduct staff appraisals and support Project officers in the implementation of staff appraisals & development of work/action plans
- Follow up on work/ action plans
- Identifying the training needs of ACF teams and local implementing partner teams based on assessments and observation
- Organizing and carrying out staff training sessions, Job Training, Mentoring and Supervision in collaboration with Capacity Building PM
- Organize and lead monthly team meetings with implementing local partners to identify challenges and track progress in the implementation programme at the different centers develop an action plan and follow up accordingly
- Organizing and leading meetings with the team and individual staff members, on both a regular and ad hoc basis

Coordination

- Coordinate with relevant stakeholders such as MOH, UN agencies focal person, other implementing partners for the smooth implementation of the health and nutrition projects
- When required, represent ACF with local authorities and governmental counterparts, donors among others
- Coordinate and participate in relevant rapid assessments, taskforce meetings during emergencies and disease outbreaks
- Represent ACF in coordination meetings at County and State levels

Programme development and fundraising

- Identify the most appropriate programming interventions for meeting the needs of children, women, adolescents and beneficiaries based on assessment findings.
- Contribute and participate in the development of new funding applications/concept notes and proposals by providing the technical inputs as required

Occasional, significant

- Any other duties as assigned from time to time within the Health and Nutrition sector and the South Sudan Country Team.

III. SUPERVISORY RESPONSIBILITIES

None

IV. FISCAL RESPONSIBILITY

None

V. WORKING CONDITIONS, TRAVEL AND ENVIRONMENT

- The duties of the job require regular job attendance of at least five days per week. Must be available to work outside regular office hours or on the weekends as needed by contact with the missions, mission security, or other obligations
- Must be able to travel as required for standard domestic and international business travel, as well as to the missions if appropriate. Based on the country's office needs, the time spent on field trips will be a minimum of 50% of his/her working time. While visiting the field, the employee may be exposed to precarious settings under high security risks and/or fundamental living conditions and outside weather conditions.

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VI. GENDER EQUALITY COMMITMENTS & ZERO TOLERANCE TO ABUSE

- Foster an environment that reinforces the values of people of all genders, equal access to information
- Provide a work environment where people of all genders must be evaluated and promoted based on their skills and performance
- Promote a safe, secure, and respectful environment for all stakeholders, particularly for children, beneficiaries, and members of staff
- Help to prevent any type of abuse, including workplace harassment, sexual abuse, and exploitation
- Respect beneficiaries, women, men, children (boys and girls), regardless of gender, sexual orientation, disability, religion, race, color, ancestry, national origin, age, or marital status
- Value and respect in all cultures

VII. REQUIRED QUALITIFICATIONS

Academic Background

- Degree in Public health/ Nurse/ Nutrition/Medicine with experience in training, capacity building, and program management on health and nutrition.
- A Master's degree is preferred with strong medical background in managing Health and Nutrition programmes.

VIII. REQUIRED ESSENTIAL SKILLS AND EXPERIENCE

Previous experience needed:

- At least 10 years of work experience. Out of which at least 5 years' experience in Health and Nutrition program management at the senior level and 5 years' experience in the field on direct supervision and monitoring of health and nutrition activities) and capacity building of staff, Experience in health and nutrition assessments and surveys
- Strong medical background in managing Health and Nutrition programmes.

Personal requirements:

- Highly developed management and leadership skills
- Excellent communication and presentation skills
- Team building and training skills (ToT)
- Ability to work in partnership with local implementing partners, government, and other international/national partners.
- Has a good knowledge of the context in the region.

Languages Skills:

- ENGLISH: Professional in Written and spoken
- Arabic: Professional in Written and spoken

Computer Skills :

- MS Word, Excel, Power Point, Access

Others

- Strong flexibility is required in terms of mobility and working hours
- Excellent judgment, honesty, and Integrity in the highest degree
- Ability to communicate clearly and effectively, both orally and in writing, includes the preparation of clear and concise reports, and work with Microsoft Office applications, including Excel. Proven ability to use relevant data analytics and audit tools
- Demonstrated ability to establish, maintain, and manage relationships with senior management as well as other internal and external stakeholders
- Demonstrable knowledge of the rules, regulations, and donor policies governing award compliance/ regulatory management from the US Government, the EU, ECHO, the UN, and other multinational donors.
- Excellent organizational and time management skills, including an ability to plan multiple priorities, and strong attention to detail
- Ability to remain calm under pressure and adapt to changing circumstances, and a flexible approach/ willingness to take on additional tasks

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IX. Commitment to Anti-Discrimination and PSEA

We provide equal employment opportunities (EEO) to all employees & qualified applicants for employment without regard to race, color, religion, gender, ancestry, national origin, age, handicap, disability, marital status, or status as a veteran. The incumbent is required to carry out the duties in accordance with the Action Against Hunger Safeguarding policies (PSEA, Child safeguarding and Code of Conduct). Action Against Hunger-USA complies with all applicable laws governing nondiscrimination in employment.

To apply, please! Send your **Cover letter and CV as one document, your ID card, and only one highest academic document as a second attachment, do not zip your application.** and three professional references to recruitment@ssd-actionagainsthunger.org. Specifying __**Health and Nutrition Program Manager** as the title of your email before **5:00 pm November 17, 2026,** or Hand delivered to Action Hunger Officer in Duk, (we **strongly recommend online Application**). We do appreciate your interest in working with us; However, only shortlisted Candidates will be invited for an interview.

- **We will only receive, accept, and consider all applications submitted through the referred channels above, any applications submitted other than channels stated here will not be accepted & and considered.**

Due to the urgency of this position we will review and shortlist received applications on rolling base.

- ***"This Position is Open to South Sudanese Nationals Only***
- ***"Qualified Female Candidates are encouraged to apply"***

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