



**AID LINK ORGANIZATION (ALO)**

**SOUTH SUDAN**

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### **JOB ADVERT**

Aid Link Organization (ALO) is a women-led, independent humanitarian and development National Non-Governmental Organization (NNGO) committed to advancing gender equality and empowering vulnerable populations across South Sudan. Since establishment in 2013 and official registration with the Relief and Rehabilitation Commission (RRC) under Certificate No. 1691, ALO has evolved into a reputable organization implementing life-saving and life-changing programs in eight states across South Sudan. We have programming spanning 25 counties including Central Equatoria, Upper Nile, Jonglei, Eastern Equatoria, Western Equatoria, Lakes, Unity, and Warrap states, directly reaching over 150,000 individuals with integrated programs in education, health, water and sanitation (WASH), livelihoods, protection, and emergency response.

**Position Title: Executive Director**

**Location: Juba, South Sudan with frequent travel to field locations**

**Number of post: One (1)**

**Duration of Contract: One (1) year {with possibility of extension}**

**Desirable Start Date: ASAP**

### **PURPOSE**

ALO is seeking an exceptional, visionary, and strategic Executive Director who will provide overall leadership and strategic direction to the organization while ensuring operational excellence and program impact. The Executive Director will be responsible for setting organizational vision and strategic priorities, overseeing implementation of ALO's Strategic Plan 2026-2030, representing ALO to donors and government, developing and maintaining strategic partnerships, ensuring financial sustainability and resource mobilization, building institutional capacity and compliance systems, and providing transformational leadership to staff and teams across all operational areas. This is a senior executive leadership position reporting directly to the Board of Directors and serving as the chief executive officer of the organization.

### **ROLE AND RESPONSIBILITIES**

#### **A) Provide Strategic Leadership and Vision for Organizational Growth and Transformation**

1. Lead the development, implementation, monitoring, and evaluation of ALO's Strategic Plan 2026-2030, ensuring alignment with organizational mission and vision while responding to the evolving South Sudan humanitarian context and donor priorities.
2. Provide strategic direction for program design and implementation across nine thematic areas (Education in Emergencies, WASH, Food Security and Livelihoods, Protection and GBV Prevention, Health and Nutrition, Gender Equality and Women's Empowerment, Emergency Response, Peacebuilding, and Research and Learning), ensuring integration of cross-cutting themes including gender equality, climate change adaptation, disability inclusion, conflict sensitivity, and environmental sustainability.
3. Lead organizational transformation initiatives aimed at achieving strategic objectives by 2030, including reaching 250,000 beneficiaries (55% women and girls), expanding workforce to 120 professional staff, diversifying funding to include 20+ bilateral and multilateral donors, generating 20% of operational costs through sustainable revenue mechanisms, and establishing world-class institutional systems for governance, financial accountability, safeguarding, and monitoring and evaluation.



4. Champion ALO's core values of integrity, accountability, gender equality, transparency, participation, and beneficiary-centeredness throughout organizational culture, decision-making, and program implementation.

**B) Lead Resource Mobilization, Partnership Development, and Donor Relations**

1. Develop and implement comprehensive resource mobilization strategy targeting bilateral government donors (European Union member states, Canada, Nordic countries, United Kingdom), multilateral organizations (FAO, WFP, UNICEF, UNFPA, UNHCR, UNDP), international non-governmental organizations (Save the Children, Care International, World Vision, Oxfam), faith-based organizations, private sector partners, and innovative financing mechanisms.
2. Represent ALO to donors, government entities, UN agencies, international NGOs, civil society networks (including South Sudan NGO Forum), and community stakeholders, serving as chief spokesperson and ambassador for organizational mission, values, and programmatic achievements.
3. Lead proposal development and concept note preparation for strategic funding opportunities, ensuring technical quality, budget accuracy, alignment with donor priorities, and compliance with organizational standards and humanitarian principles.
4. Cultivate and maintain strategic partnerships with at least 20 bilateral and multilateral donors, 15 international NGO partners, and 50 community-based and government partners by 2030, through relationship management, transparent communication, partnership agreements, and collaborative programming approaches.
5. Negotiate partnership agreements, memoranda of understanding, grant agreements, and consortium arrangements with donors, implementing partners, and government entities, ensuring favorable terms protecting organizational interests while advancing programmatic objectives.
6. Oversee preparation of high-quality donor reports including narrative reporting, financial reporting, indicator tracking, and evidence documentation, ensuring timely submission, accuracy, and compliance with donor requirements and organizational standards.

**C) Ensure Financial Sustainability, Accountability, and Compliance**

1. Provide oversight of financial management systems including budgeting, accounting, procurement, financial reporting, internal controls, external audit, and compliance with South Sudan NGO law, donor financial regulations, and international humanitarian accounting standards.
2. Lead development and approval of annual organizational budgets aligning financial resources with strategic priorities, program needs, and institutional development objectives, ensuring financial sustainability and adequate operational reserves (target 3-6 months of operating costs).
3. Oversee implementation of diversified funding strategy reducing dependence on any single donor to below 20% of total budget, while pursuing multi-year funding agreements providing financial predictability and reducing proposal development burden.
4. Champion development of sustainable revenue mechanisms including service fee models (vocational training, consulting, program evaluation), social enterprise initiatives (agricultural value chains, women's income-generating activities), endowment trust fund establishment (target 500,000-1,000,000 USD by 2030), and innovative financing partnerships (impact investing, social impact bonds, diaspora fundraising).
5. Ensure segregation of financial duties, competitive procurement processes, transparent budget execution, regular financial reconciliation, and zero tolerance for fraud, corruption, or financial mismanagement, maintaining organizational reputation for financial integrity and accountability.
6. Commission and oversee annual independent external audits, ensuring timely completion, transparent reporting to Board of Directors and donors, and implementation of audit recommendations addressing identified control weaknesses or compliance gaps.

**D) Build Institutional Capacity and Ensure Organizational Compliance**

1. Establish and operationalize world-class institutional systems for program management, financial accountability, human resources management, monitoring and evaluation, risk management,



safeguarding, and governance, positioning ALO as a model of excellence in the South Sudan humanitarian sector.

2. Develop, approve, and ensure implementation of comprehensive organizational policies including safeguarding and child protection policy, prevention of sexual exploitation and abuse (PSEA) policy, gender equality policy, disability inclusion policy, environmental sustainability policy, fraud prevention and anti-corruption policy, whistleblowing policy, and conflict of interest policy.
3. Champion zero-tolerance approach to sexual exploitation and abuse, child abuse, gender-based violence, fraud, and corruption, ensuring robust reporting mechanisms, transparent investigation procedures, survivor-centered response services, and appropriate disciplinary action for policy violations.
4. Lead implementation of comprehensive monitoring and evaluation framework including indicator tracking, baseline and endline assessments, qualitative data collection, beneficiary feedback mechanisms, quarterly learning meetings, mid-term evaluation (Year 3), and end-of-strategy evaluation (Year 5).
5. Ensure compliance with South Sudan NGO Act 2016 and Relief and Rehabilitation Commission (RRC) regulations including annual registration renewal, activity reporting to RRC, coordination with relevant government ministries, and maintenance of legal operating status across all implementation states and counties.
6. Establish and operationalize comprehensive risk management systems including security threat assessment, business continuity planning, financial risk controls, safeguarding risk management, and organizational resilience mechanisms enabling continuation of essential functions during operational disruptions.

#### **E) Provide Transformational Leadership and Human Resources Management**

1. Lead recruitment, management, and professional development of 120 full-time staff and 80 part-time/seasonal staff by 2030, growing from current workforce of 47 staff, with organizational gender balance target of 55% women in professional and management positions and 60% women in supervisory roles.
2. Establish and maintain enabling work environment emphasizing staff safety and dignity, reasonable workloads, supportive supervision, competitive compensation aligned with South Sudan humanitarian sector benchmarks, comprehensive benefits packages (health insurance, pension contributions, paid leave), and mental health and psychosocial support services.
3. Implement merit-based recruitment systems ensuring transparent, competitive selection of qualified candidates without discrimination based on gender, ethnicity, religion, disability, or other protected characteristics, while proactively recruiting women for professional and management positions.
4. Invest in staff professional development through in-service training, external coursework, mentoring relationships, leadership development programs, international study tours, and conference participation, allocating 5-7% of annual payroll to training and capacity building.
5. Implement fair and transparent performance management systems including clear performance expectations and job descriptions, regular supervisory feedback and coaching, formal annual performance appraisals linked to organizational objectives, recognition and reward for exceptional achievements, and performance improvement plans supporting staff addressing performance gaps.
6. Foster organizational culture of continuous learning, innovation, beneficiary accountability, teamwork, respect for diversity, and commitment to humanitarian principles of humanity, neutrality, impartiality, and independence.

#### **F) Ensure Program Quality, Impact, and Beneficiary Accountability**

1. Provide technical oversight and quality assurance for integrated programs across nine thematic areas reaching 250,000 individuals by 2030, ensuring programs achieve measurable outcomes in education (80,000 learners including 45,000 girls), health and nutrition (50,000 individuals), food security and livelihoods (60,000 individuals including 35,000 women), protection and GBV prevention (40,000 individuals), and WASH (50,000 individuals).



2. Champion beneficiary-centered programming approaches emphasizing community participation, local ownership, sustainability planning, gender-transformative change, conflict sensitivity, climate change adaptation, disability inclusion, and protection mainstreaming throughout all program activities.
3. Ensure integration of humanitarian accountability standards including Core Humanitarian Standard (CHS), humanitarian accountability mechanisms (complaints and response mechanisms, beneficiary feedback systems, information sharing), safeguarding practices, and adherence to humanitarian principles throughout program design, implementation, and monitoring.
4. Lead adaptive program management enabling rapid response to changing humanitarian needs, security incidents, climate shocks, displacement dynamics, and community feedback, while maintaining program quality and accountability to donors and beneficiaries.
5. Champion innovation in program design including piloting of technology-enabled service delivery, digital monitoring and evaluation systems, cash-based programming approaches, climate-smart agricultural technologies, and integrated humanitarian-development-peace nexus programming.

#### **G) Represent ALO and Engage in Advocacy and Coordination**

1. Serve as chief representative of ALO in South Sudan NGO Forum, humanitarian coordination mechanisms (clusters including Education, WASH, FSL, Protection, Health), government coordination platforms, donor coordination meetings, and civil society networks, ensuring ALO's voice in policy discussions and coordination decisions.
2. Represent ALO in high-level meetings with Government of South Sudan officials including national ministries (Education, Health, Agriculture, Gender and Social Welfare) and state-level authorities, building positive government relations and advocating for policy environments enabling effective humanitarian and development programming.
3. Lead advocacy initiatives addressing root causes of vulnerability affecting women, girls, and marginalized populations including advocating for increased investment in girls' education, elimination of gender-based violence, women's economic empowerment, prevention of child marriage, protection of internally displaced persons, and implementation of humanitarian principles and humanitarian law.
4. Participate in regional and international humanitarian forums, conferences, and learning platforms representing ALO's experience and contributing to sector-wide learning on locally-led humanitarian action, gender-transformative programming, humanitarian-development-peace nexus approaches, and effective programming in protracted crisis contexts.

#### **QUALIFICATIONS, EXPERIENCE, AND COMPETENCIES**

##### **Essential Qualifications**

1. Master's degree or higher in International Development, Public Health, Social Sciences, Education, Business Administration, Public Administration, Humanitarian Studies, or related field.
2. Minimum 10-12 years of progressive leadership experience in humanitarian and development sector, with at least 5 years in senior management positions (Executive Director, Deputy Executive Director, Country Director, or equivalent).
3. Proven experience managing complex, multi-sectoral humanitarian and development programs in emergency and post-conflict contexts, preferably in South Sudan or similar Sub-Saharan African settings.
4. Demonstrated success in resource mobilization and partnership development with bilateral government donors, multilateral organizations (UN agencies), international NGOs, and government entities, with track record of securing grants exceeding 500,000 USD annually.
5. Strong financial management expertise including budget development and oversight, financial reporting, donor compliance, audit management, and financial accountability systems in humanitarian organizations.
6. Extensive experience with institutional development including policy development, systems strengthening, governance frameworks, safeguarding implementation, and organizational capacity building.



7. Proven track record of staff leadership and human resources management including recruitment, performance management, professional development, and building high-performing teams in challenging operating environments.
8. Demonstrated commitment to gender equality, women's empowerment, humanitarian principles, accountability to affected populations, and rights-based approaches to development.

#### **Desirable Qualifications**

1. South Sudanese national or extensive experience working in South Sudan with deep contextual knowledge of political dynamics, humanitarian landscape, cultural sensitivities, and operational challenges.
2. Direct experience leading national or local NGOs in humanitarian contexts, demonstrating understanding of challenges facing local organizations including capacity constraints, funding access barriers, and partnership dynamics with international organizations.
3. Experience implementing programs funded by Danish Ministry of Foreign Affairs, European Union, Canadian government, UN agencies (FAO, WFP, UNICEF, UNFPA), Save the Children International, Care International, and other major humanitarian donors.
4. Professional certifications in humanitarian leadership, program management (PMD Pro), financial management, monitoring and evaluation, safeguarding, or related areas.
5. Languages: Fluency in English (written and spoken) required; working knowledge of Arabic and/or indigenous South Sudanese languages (Dinka, Nuer, Bari, Zande, or others) highly desirable.
6. Experience with social enterprise development, innovative financing mechanisms, trust fund establishment, or sustainable revenue generation in non-profit contexts.
7. Proven experience with digital transformation initiatives including implementation of digital monitoring and evaluation systems, financial management software, human resources information systems, or beneficiary feedback technologies.
8. Active membership or leadership roles in professional humanitarian networks including South Sudan NGO Forum, Humanitarian Country Team structures, cluster coordination mechanisms, or international humanitarian professional associations.

#### **Core Competencies**

##### **Strategic Leadership and Visioning**

1. Exceptional strategic thinking and visioning abilities, capable of translating organizational mission into actionable strategic objectives, anticipating future trends and opportunities, and positioning organization for long-term sustainability and impact.
2. Demonstrated capacity for transformational leadership inspiring staff commitment, driving organizational change, building shared vision, and fostering culture of excellence, innovation, and continuous improvement.
3. Strong analytical and problem-solving skills with ability to navigate complex political and humanitarian environments, manage competing priorities, and make sound decisions under pressure.
4. Excellent communication, negotiation, and representation skills, with ability to articulate compelling vision to diverse stakeholders including donors, government officials, community leaders, and staff.
5. High emotional intelligence, cultural sensitivity, and interpersonal skills enabling effective collaboration in diverse, multicultural teams.
6. Strong commitment to ethical leadership, integrity, transparency, and accountability in all aspects of organizational management.
7. Demonstrated ability to deliver results against ambitious targets in complex operating environments.
8. Active partnership portfolio including 20+ bilateral/multilateral donors, 15+ international NGO partners, and 50+ civil society/government partnerships by 2030.
9. Successful organizational policy development and implementation including approval and operationalization of all strategic plan policies (safeguarding, PSEA, gender equality, risk management, M&E framework).



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10. Effective representation of ALO in coordination forums including regular participation in South Sudan NGO Forum, humanitarian clusters, government coordination mechanisms, and donor coordination meetings.

#### COMPENSATION AND BENEFITS

ALO offers a competitive compensation package aligned with South Sudan humanitarian sector benchmarks for senior executive leadership positions:

1. Competitive salary commensurate with experience and qualifications, positioned at 80th percentile of South Sudan humanitarian sector Executive Director compensation ranges.
2. Comprehensive benefits package including health insurance (individual and dependent coverage), pension contributions, life insurance, and evacuation insurance.
3. Generous annual leave entitlement (30 working days per year), medical leave, and R&R breaks according to organizational policy.
4. Professional development support including funding for conference participation, training courses, and relevant professional certifications.
5. Housing allowance or organizational housing support as appropriate.
6. Communication allowance and transportation support for official duties.
7. Relocation support for international or non-Juba-based candidates including initial relocation costs and settling-in allowance.

#### APPLICATION PROCESS AND TIMELINE

**Application Deadline:** 25<sup>TH</sup> March 2026

**Expected Interview Dates:** To be communicated to shortlisted candidates

**Expected Start Date:** As soon as possible following selection

Interested candidates should submit the following materials in a single PDF document:

1. Cover letter (maximum 2 pages) addressing motivation for applying, relevant experience and qualifications, understanding of ALO's mission and strategic priorities, and leadership philosophy and approach.
2. Curriculum Vitae (maximum 5 pages) including educational background, professional experience, key achievements, publications or presentations, professional affiliations, and contact details for three professional references (including name, organization, position, relationship to candidate, email, and phone number).
3. Proposed strategic priorities (maximum 2 pages) outlining candidate's preliminary vision for ALO's development over the next 3-5 years including priority strategic initiatives, approaches to resource mobilization and partnership development, and institutional strengthening priorities.

**Submit applications to:** [hr@aidlinkssd.org](mailto:hr@aidlinkssd.org) or [info.aidlinkssd.hr@gmail.com](mailto:info.aidlinkssd.hr@gmail.com)

**Email Subject Line:** Application for Executive Director Position - [Your Full Name]

**Inquiries:** Questions about the position may be directed to:

Chief Executive Officer

Aid Link Organization (ALO)

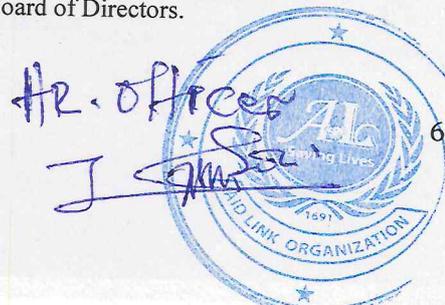
Tel: +211 922227617

Email: [hr@aidlinkssd.org](mailto:hr@aidlinkssd.org) or [info.aidlinkssd.hr@gmail.com](mailto:info.aidlinkssd.hr@gmail.com)

#### RECRUITMENT PROCESS

ALO is committed to fair, transparent, and merit-based recruitment processes. The selection process will include:

1. Initial screening of applications against essential qualifications and experience requirements.
2. Shortlisting of candidates for first-round interviews (virtual or in-person as appropriate).
3. First-round interviews with shortlisted candidates conducted by Search Committee including Board members and senior management.
4. Assessment exercises for finalists including presentation on strategic priorities, case study analysis, or other relevant assessments.
5. Final interviews with top candidates conducted by full Board of Directors.
6. Reference checks for final candidate(s).



7. Offer negotiation and contract finalization.

Shortlisted candidates will be contacted within two weeks of application deadline. All applications will be treated with strict confidentiality.

**SAFEGUARDING AND ORGANIZATIONAL VALUES**

ALO is committed to safeguarding and protection of beneficiaries and staff. The successful candidate will be required to:

1. Undergo comprehensive background checks including criminal record checks, professional reference verification, and verification of educational credentials.
2. Sign and adhere to ALO's Code of Conduct, Safeguarding Policy, Child Protection Policy, and Prevention of Sexual Exploitation and Abuse (PSEA) Policy.
3. Complete mandatory safeguarding training within first month of employment.
4. Demonstrate unwavering commitment to zero tolerance for sexual exploitation and abuse, child abuse, gender-based violence, fraud, and corruption.

**EQUAL OPPORTUNITY EMPLOYER**

Aid Link Organization is an equal opportunity employer committed to diversity and inclusion. We actively encourage applications from qualified women, persons with disabilities, and individuals from diverse ethnic, religious, and cultural backgrounds. ALO does not discriminate on the basis of gender, age, ethnicity, religion, disability, sexual orientation, or any other protected characteristic.

Women candidates are particularly encouraged to apply given ALO's mission of advancing gender equality and commitment to women's leadership in humanitarian sector.

**About Aid Link Organization**

Aid Link Organization (ALO) envisions "A South Sudan where women and girls exercise their human rights, live with dignity, and realize their full potential through equitable access to education, livelihoods, protection, and health services within peaceful communities."

Our mission is "To advance social, political, and economic equality for women and girls, and setting global standards for achieving gender equality in South Sudan."

We operate guided by core values of **Integrity, Accountability, Gender Equality and Social Inclusion, Transparency and Openness, Participation and Empowerment, and Beneficiary-Centeredness.**

Through partnerships with leading bilateral donors (Denmark, Canada), UN agencies (FAO, WFP), international NGOs (Save the Children, Care International), and government entities, ALO has reached over 150,000 vulnerable individuals with integrated humanitarian and development programs across 25 counties in 8 states.

Join us in transforming lives and building resilient communities across South Sudan.

**Aid Link Organization**

**Registration Certificate No. 1691**

**Relief and Rehabilitation Commission (RRC), South Sudan**

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Chief Executive Officer: Dak T. Tony

