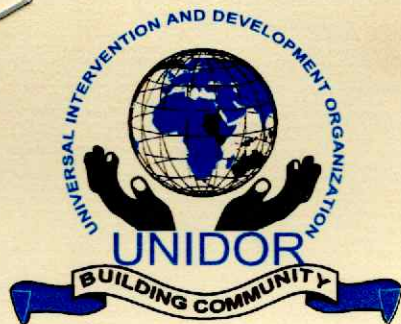




UNIDOR - SOUTH SUDAN

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Job Advertisement

02nd September 2026

POSITION	MEAL Manager
JOB LOCATION	Juba, but with frequent travel to the field location
REPORT TO	Head of Programme (HOP)
TARGETED AUDIENCE	External,

Organizational Background

Universal Intervention and Development Organization (UNIDOR) is a South Sudanese national, faith-based organization founded in 2004 and legally registered with the Relief and Rehabilitation Commission (RRC) under registration **number 182**. UNIDOR is a member of the South Sudan NGO Forum and actively participates in relevant humanitarian and development coordination mechanisms and sector working groups across the country.

UNIDOR operates in Central Equatoria, Ruweng Administrative Area (RAA), Unity State, Abyei special administrative areas, and Greater Pibor Administrative Area (GPAA) with a programme portfolio covering Health, Nutrition, Protection, Education, Peace building and conflict Resolution, Security Water and, Sanitation and Hygiene (WASH).

Purpose of the job:

UNIDOR South Sudan is Looking for a highly qualified Certified Monitoring, Evaluation, Accountability and Learning (MEAL) Expert, who will work as custodian for Data collections, Analysis and able to train staff on the data Collections and Assessment tools. The MEAL manager is expected to work closely with Head of Program and both Program and Support team.

Core Roles of MEAL Manager details will be on Job Description

1) Monitoring and Evaluation

- ❖ Design and implement MEAL frameworks, tools, and indicators.
- ❖ Help Junior M&E staff with M&E Tools for their field work.
- ❖ Help the Organization to invest on Data Collection and Analysis
- ❖ Provide Highly technical support to Accountability to Affected Population (AAP) staff at the grassroots level
- ❖ Analyze data to measure Project Performance and impact
- ❖ Make sure all Sectors Report reflect the Benefactrices reached and target
- ❖ Ensure data quality through validation, Spot check and compliance with standard

2) Accountability

- ❖ Establish **feedback and complaint mechanisms** for beneficiaries.
- ❖ Promote **participatory approaches**, engaging communities in program design and monitoring.
- ❖ Ensure transparency and responsiveness to stakeholders, including donors and local communities

3) Learning and Knowledge Management

- ❖ Facilitate **learning events, workshops, and knowledge-sharing platforms**.
- ❖ Document **best practices, success stories, and lessons learned**.
- ❖ Integrate findings into adaptive programming to improve strategies.

4) Capacity Building and Team Leadership

- ❖ Train and mentor staff on MEAL methodologies and tools.
- ❖ Supervise MEAL officers and data management teams.
- ❖ Build organizational capacity in evidence-based decision-making

5) Reporting and Compliance

- ❖ Make sure every end month share report with line manager ,equally observed and meet deadline of donors report
- ❖ Remind Sector heads of any donor deadline reports
- ❖ Train and mentor staff on MEAL methodologies and tools.
- ❖ Supervise MEAL officers and data management teams.
- ❖ Build organizational capacity in evidence-based decision-making

Qualifications/Experience

- ❖ Bachelor's degree in Social Sciences, Development Studies, Statistics, Public Health, Economics, or related field. Monitoring and Evaluation, or related field (required).
- ❖ Master's degree in Monitoring and Evaluation or Statistic related field (desirable).
- ❖ Minimum of 3-5 years of proven experience in proposal writing and project management within NGOs (required). Working as MEAL Manager or Coordinator will be more preference
- ❖ At least 5 years of experience in fundraising, staff management, and programme implementation in NGOs or relevant institutions (desirable).
- ❖ Fluency in written and spoken English (required).
- ❖ Basic or written Arabi as the common use Language in addition to others Languages for easy communication in other part of the country
- ❖ Proficiency in Windows operating systems and Microsoft Office Suite, especially Excel (required).
- ❖ Experience with Microsoft Project, Outlook, QuickBooks, and/or other project management or accounting software (desirable).

Qualified candidates should submit their cover letters and updated CVs with copies of academic documents to the UNIDOR South Sudan Head Office located at Kololo-America Embassy Road, Juba Nabari, after Catholic University or through email E-mail to recruitment@unidorss.org not later than **Monday 21st September 2026**

