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Approved by
MOH
28/01/26
NUSA



JOB ADVERTISEMENT

MEAL MANAGER

Duty station: MALAKAL UPPER NILE STATE

Number of positions: ONE (1)

Date Issued: 28/1/2026

Dateline: 16/2/2026

Category: National posting

I. Presentation of organization:

SOLIDARITES INTERNATIONAL (SI) is an international humanitarian organization which for more than 40 years has been aiding population affected by armed conflicts and natural disaster by meeting their vital needs for food, water & shelter. Particularly involved in the fight against diseases linked to unsafe water, the first cause of death in the world. SI's intervention provides expertise in the field of access to drinking water, sanitation and hygiene promotion, but also in the essential areas of food security and livelihood. Present in around 20 countries, SI's team – 2000 people in total made up of expatriate and national permanent staff at headquarters and a few volunteers – work with professionalism and commitment while respecting cultures.

Solidarites International (SI) is determined to prevent and fight all types of abuse – all acts of Exploitation, abuse and /or sexual harassment (SEAH) Against members of beneficiary communities or collaborators against fraud, corruption, violation of peoples and/or property funding of activities harmful to human rights – that could be perpetrated in the frame of its interventions. SI implements a zero -tolerance policy regarding acts of SEAH.

Solidarites international is an equitable employer committed to fighting all forms of discrimination. SI will not ask for remunerations take part in a recruitment process.



MISSION

Within the South Sudan mission and under the supervision of the Deputy Field Coordinator for Programme, the Upper Nile MEAL Manager supports the Deputy Field Coordinator for Programme to ensure that the MEAL strategy of the mission is implemented by the mission staffs. He/she:

- Contributes to the centralization and harmonization of MEAL tools and processes on the mission
- Provides methodological support to all program teams on technical questions linked to MEAL and cross-cutting issues such as design of M&E plan, quantitative and qualitative data collection, measure of indicators, complaint response mechanism, do no harm analysis etc.
- In collaboration with the Deputy Field Coordinator for Programme, looks over the quality and relevance of internal monitoring and evaluation activities, recommendations and analysis produced by his/her department (studies, maps...)
- Provides support training of program teams within his/her fields of expertise

Contributes to institutional knowledge building and improvement of MEAL methods and techniques

JOB

Strategic orientation

- ☐ Participate in developing a sector-based strategy (M&E, accountability, gender, do no harm) in accordance with SI's policies and priorities for the intervention country
- ☐ Participate in programming work.

Training and technical support

- Develop program teams' capacities in the department's field of expertise: data collection and analysis (method, format, software etc.), measure of indicators, complaint response mechanism, do no harm analysis etc. Develop training modules along with Deputy Field Coordinator for Programme.
- Provide program teams with a technical and methodological support for M&E activities, data management (questionnaire design, sampling, data entry, extraction of useful data and interpretation) and integration of cross-cutting issues.
- Support program teams in creating or adapting tools for: indicators monitoring, impact monitoring (M&E plan and survey tools) or risk analysis



Monitoring and Evaluation of SI programs

- Contribute to the elaboration, review and harmonization of M&E tools, data management, especially in M&E Plans.
- Check relevance of reports, analysis, maps and recommendations produced.
- Propose adjustments, new activities to improve the quality of the operations or approaches, in consultation with PMs and program / technical coordinators.
- Upon ad hoc request from the program / technical coordinator, perform advanced analysis.
- Contribute to terms of references for external evaluations and studies.

Accountability

- Support the design and roll out of complaints response mechanisms.
- Check that the key principles of the mechanism are respected.
- Produce regular analysis of the complaints and feedback received.

Institutional Knowledge Building (IKB)

- Build on institutional knowledge on M&E activities and missions' results (lessons learnt and recommendations) and make sure these are known by PMs.
- Support recommendation tracking process and work on action plans.
- Use SI's IKB tools to document MEAL tools and methodologies/approaches.
- Produce a detailed handover report in the approved SI format at the end of the employment.

HR management/Capacity Development

- Make sure that new staffs are briefed on MEAL's roles and responsibilities.
- Participate in the evaluation and in the assessment of the performance of collaborators under his/her supervision
- Identify training needs and hiring needs among the teams in Renk and Malakal

Reporting / communication / representation

- Participate in writing project proposals and reports' paragraphs on crosscutting issues and MEAL.
- Make sure the right formats and delays are respected.
- Represent SI when asked and/or delegated to do so.
- Upon request, develop articles, case studies and success stories.
- Share with the appropriate authority any information on the security context and any event which may have consequences on SI activities and team safety



ORG CHART POSITION (reporting and functional relationships)

Line manager: Deputy Field Coordinator Programme

Line report(s): MEAL Supervisors and FCRM officers

Functional manager: DCD-P

Functional report(s):

REQUIREMENT

- Bachelor's Degree in humanitarian/development studies, social sciences, management or other related discipline
- 5 years plus experiment in the humanitarian sector
- 3-4 Years experiment on similar positions

TECHNICAL SKILLS

- Data collection (HH surveys, KIIs, FGDs, transect walks.) and analysis to ensure quality reporting and information sharing
- Technical knowledge of AAP and associated systems to ensure communication channels between beneficiaries, contractors, suppliers, stakeholders and SI. Including knowledge in how to handle potential cases
- Good Communication /coordination and representation skills in English.
- Knowledge of multi-sectoral interventions - WASH, Food Security & livelihoods (ex: indicators FCS, CSI, CARI assessment, etc.), livelihood (agriculture, livestock) and markets (surveys, monitoring) is a strong asset.
- Skills in GIS and MEAL software (Kobo, XLS).

TRANSVERSAL SKILLS

- Leadership and management.
- Coordination with partners.
- Planning and prioritization.
- Good stress management.
- Important flexibility and adaptability.
- Experience working with SI (or a similar organization) is an asset
- Prior experience in South Sudan would be considered as an asset

LANGUAGES

- Fluent in Arabic, written and spoken
- Any other local language is considered an asset



TECHNICITY / MANAGEMENT

- The MEAL Manager is the lead figure of the department for the operations managed by Malakal and Renk. The expectation is to have an independent Manager that can support the supervisors and the FCRM officers, while also adapting tools and systems in the context. The role does not only entail the development of quality reporting but also engagement with communities and stakeholders for AAP

ANALYSIS/STRATEGY

- The position requires consistent strategic thinking and the operationalization of the different SI strategy. The supervision of the staff implements them as well as the development and suggestion so for corrective measures to ensure they are in line with the context. Especially important is the capitalization and lessons learnt from the field

WRITING

- Drafting of quality reports, fact sheets and briefs are expected from the position. The use of quantitative and qualitative data is necessary for the development of quality documents, as well as timely to ensure data inform the responses Contract: fixed-term contract of 6 months' subject to funding.
- Working hours: From Monday to Friday 7:30-4:30PM.
- Basic salary: according to SI salary scale
- Position open Nation /countrywide applicants.

Please submit your application (CV, cover letter, photocopies of diplomas, certificates of employment etc....) to **Solidarites International Office in Juba, Plot No. AX III SS Block3, Hai Cinema**

, In Malakal Office at the Humanitarian Hub & In Renk office Opposite WHO office in Suk Juma Along TC road.

You Can as well send your application on the below email,

Juba.adm.recruitment@solidarites-southsudan.org

Please note that Solidarités International keeps all applications. Files will not be returned to applicants at the end of the recruitment process.

Please note that CV's will be reviewed on a rolling basis and SI reserve the rights to close the application process when a suitable candidate is found. Finally, SI will appreciate indigens from Upper Nile state who are willing to live and work in Malakal to apply

Deadline for submitting applications is: 16/2/2026. Any Application sent after this date will not be considered.

SI strongly encourages women who qualify to the position to apply. Emphasis will be given to women with relevant qualification or experience.

