



JOB DESCRIPTION- MEL Manager – South Sudan

POSITION: MEL Manager – South Sudan
DEPARTMENT: Monitoring, Evaluation & Learning
LOCATION: Juba, South Sudan
REPORTS TO: Investment Manager
TRAVEL: Up to 30% to field locations
Advert Start Date: 31st July 2026
Closing Date: 19th Aug 2026



ABOUT INKOMOKO

Inkomoko supports entrepreneurs to grow their businesses in order to improve livelihoods, create jobs, and help communities thrive.

In 2026, Inkomoko was listed by the *Financial Times* as the 5th fastest-growing company in Africa, supporting entrepreneurs across East and Central Africa to grow thriving businesses and build inclusive, resilient economies.

Founded in 2012, Inkomoko has worked with more than 100,000 entrepreneurs, including thousands of refugee entrepreneurs. Inkomoko provides a combination of training, consulting, access to finance, and market-level systems change. We are the largest investor to refugee entrepreneurs in Africa.

Inkomoko has 900+ staff in 50 offices across Chad, Ethiopia, Kenya, Rwanda, and South Sudan. Through Inkomoko's 2030 strategic plan, we are adding 3 additional countries to serve more than 550,000 entrepreneurs and growing our \$30M loan fund to impact 7M lives.

INKOMOKO VALUES

All staff at Inkomoko are connected to a shared set of organizational values:

- **Purpose:** be solutions-oriented, produce high-quality work, be a global leader.
- **Achievement:** push yourself to reach beyond what you previously thought possible.
- **Improvement:** be humble, engage in continuous growth through open & accurate feedback.
- **Bravery:** willing to take risks, create a safe space for others, be compassionate, inclusive.
- **We Eat Goat:** we celebrate success and support each other in hard times. We do this work together in the spirit of turikumwe, tuko pamoja, abren nen, Kula na sawa, On est ensemble.

Inkomoko is an affirmative action/equal opportunity employer. Refugees, women, and persons who reflect the diverse communities we serve are strongly encouraged to apply.





ABOUT THE OPPORTUNITY & RESPONSIBILITIES

The MEL Manager will report to the Head of MEL. He/she will ensure that the organization is able to generate meaningful data and information that lead to insights by collecting meaningful data and ensuring all data collection systems, protections, and processes are firmly in place.

Specific responsibilities include:

Data Systems Management (30% time)

- Lead continual improvements in collecting and managing company data, including working closely with the IT department and others to ensure smooth flow of data within company systems.
- Ensure data collection policies are ethical and meet standards of working with vulnerable populations and human data collection protocols, including data and privacy protections for all content
- Coordinate and manage any third-party vendors and consultants for data collection.
- Ensure safe and accessible storage of collected data in company technology systems (Odoo, Kobo and other company technologies), and coordinate processes for these systems to "talk" to one another.
- Work with department managers to develop M&E plans for new programs to meet reporting and learning requirements

Data Collection and analysis (50% time)

- Design criteria of data collection, tools, and processes ensuring adequate reliable information to generate significant insights
- Work with Program leads to ensure that the data collection tools meet the end-reporting needs of various departments, donors and partners.
- Coordinate data analysis to document program progress, outputs, impact, and learnings, identifying trends that could provide meaningful insight.
- Create theories of change for all new programs, and design data collection and reporting processes for each program.
- Manage, train and support M&E staff (in Kenya and beyond) on data management principles including; collection, quality assurance and analysis.
- Develop and manage focus groups studies and other qualitative analyses
- Work with the head of research to ensure that the organisation's research initiatives are met
- Coordinate external evaluators, consultants, and researchers to enhance independent impact assessments

Organizational Management (20% time)

- Manage a subset of the M&E team to build a world-class team who meet global standards of evaluation, including hiring, reviews, and constructive feedback.
- Serve as part of the Management team, providing advice and support on M&E data plans as the company grows
- Work closely with Directors and Managers to ensure that the data systems are reliable and accessible to those who need them.
- Benchmark and propose/adopt best practices in line with MEL data collection and analysis and presentation initiatives
- Perform any other activities related to data collection and quality assurance as decided by the supervisor





KEY RESPONSIBILITIES

WHO WE ARE LOOKING FOR

The MEL manager will be a seasoned leader who has strong previous experiences in MEL and leading teams. Successful candidates will demonstrate:

- A minimum of 8 years of relevant M&E experience for candidates with an advanced degree, or 10 or more years of professional experience in Monitoring, Evaluation, and Learning (MEL).
- Technical expertise in tool development, data collection, data management protocols, analysis and reporting.
- Advanced degree in a relevant field
- Fluent oral/written in English & Arabic, fluency in any other local languages
- Willingness to innovate and ability to think systematically and work SMART
- Proven expertise in quantitative and qualitative methodologies
- Strategic thinker, proven team-building ability and attention to detail.
- Impeccable integrity and excellent communication (oral and written) skills
- Proactive and ability to work independently.



Key Competencies:

We are looking for someone who;

- **Leads Teams** - Aligns the team with common objectives derived from the organizational strategy, fosters a shared mindset, and celebrates wins while recognizing team efforts.
- **Builds Trust** - Holds self and others accountable by clearly outlining responsibilities, tracking results, delegating effectively, building independence and demonstrating care for others, and being consistent in actions.
- **Relationship Management** - Establishes and maintains strong relationships with key stakeholders, partners, and community leaders, while anticipating and balancing the needs of multiple stakeholders.

WHAT YOU'LL GET

This role is inside a high-growth, mission-driven social enterprise. By joining, you'll access:

- Meaningful work that directly contributes to sustainable livelihoods and job creation across East and Central Africa.
- Competitive salary, and potential Performance-based bonus
- Incredible company culture, with opportunities for learning and growth
- Diverse colleagues across the region, and policies that demonstrate commitment to equity and inclusion
- A dynamic and entrepreneurial team environment committed to innovation and social impact
- Health insurance for self and family
- Staff savings and provident fund, negotiated bank rates for long-term employees
- Generous annual leave, parental leave, and sabbatical options.





TO APPLY

If you're excited about this role, please submit your CV through our online job portal (<https://inkomoko-job-portal.web.app/home>) or Hand deliver to Inkomoko Office at Africa Building 5th Floor, Plot 63 Block AXIII Hai Malakal, Juba, South Sudan by Aug 19th, 2026. Please clearly indicate the position you're applying for at the right corner of the envelope.

Inkomoko is committed to justice, diversity, equity and inclusion. As we seek to reflect the communities we serve, **refugees and women are strongly encouraged to apply**. As a company we have policies that ensure fair treatment in the application process.

NB: Only shortlisted candidates will be contacted. Employment is conditional upon successful background checks and other verification as needed.

All offers of employment will be subject to satisfactory references and background screening checks. Inkomoko also participates in the [Inter Agency Misconduct Disclosure Scheme](#). In line with this Scheme, we will request information from job applicants' previous employers about any findings of sexual misconduct, fraud, or abuse. By applying, the job applicant confirms his/her understanding of these recruitment procedures.

