Friedrich-Ebert-Stiftung
30 OCT 2026
South Sudan Office

RAISING CIVIL VOICES

VACANCY ANNOUNCEMENT: EU PROJECT OFFICER (FES)

About the Project: Raising Civil VOICES – Phase II

Raising Civil VOICES – Acting Together for Inclusive Democracy, Peace, and Justice in South Sudan is the second phase of a European Union-funded initiative coordinated by Friedrich-Ebert-Stiftung (FES) South Sudan in partnership with the Community Empowerment for Progress Organization (CEPO) and the Centre for Inclusive Governance, Peace and Justice (CIGPJ). The project promotes inclusive democratic governance and civic participation by strengthening civic space and supporting meaningful engagement of civil society. It works with civil society organisations and other stakeholders across South Sudan through civic education, advocacy, policy dialogue, training and capacity-strengthening initiatives, with a particular focus on women and youth.

About FES

Friedrich-Ebert-Stiftung (FES) is a non-profit German foundation funded by the Parliament of the Federal Republic of Germany and headquartered in Bonn and Berlin. FES promotes democracy, social justice, human rights and gender justice through its global network and partnerships. FES has worked in Africa for over 50 years and has been permanently present in South Sudan since 2008. Its work focuses on inclusive political and social dialogue, participatory democracy, gender justice and sustainable peace.

FES South Sudan is currently looking to fill the following position:

MINISTRY OF LABOR
02 NOV 2026
REPUBLIC OF SOUTH SUDAN

Job: EU Project Officer (FES) – 100%
Duty Station: Juba, South Sudan
Type of contract: One-year fixed term with possible extension based on performance
Hours of Work: Full time; 40 hours/week
Start: 1 February 2027

MINISTRY OF LABOR
02 NOV 2026
REPUBLIC OF SOUTH SUDAN

02.11.2026

Duties and Responsibilities

Project Implementation and Logistics

- Support the organisation and implementation of project workshops, trainings, conferences, policy dialogues and exchange activities.
- Coordinate regional and international exchange events, including participants, venues, accommodation, transport and other logistical arrangements.

Friedrich-Ebert-Stiftung
30 OCT 2026
South Sudan Office

RAISING CIVIL VOICES

- Organise and coordinate local and international travel, including flight bookings, accommodation, transfers and visa-related arrangements.
- Liaise with project partners, participants, travel agencies, venues and other service providers.
- Prepare activity-related documents and maintain orderly records of project activities and travel.

Communication and Social Media

- Manage and update FES South Sudan's social media channels with project-related content.
- Prepare and coordinate posts, event announcements, photographs, short reports and other communication materials.
- Coordinate project-related communication and social media content with CEPO, CIGPJ and other co-applicants, ensuring consistent messaging and appropriate visibility.
- Collect and organise communication materials from project activities and support compliance with FES and EU visibility requirements.

Project and Administrative Support

- Provide general organisational and administrative support to the EU Programme Team.
- Support procurement and other administrative processes related to programme activities in accordance with FES procedures.
- Support the preparation and documentation of project meetings and activities.
- Perform other reasonable duties assigned by the Country Director, Programme Manager or EU Programme Coordinator.

Qualifications and Experience

- University degree or diploma in Social Sciences, Development Studies, Project Management, Communications, Business Administration or a related field.
- Minimum three years of relevant professional experience in project support, programme organisation, logistics, communications or a similar role.
- Proven experience in organising events, workshops or trainings.
- Experience with local and international travel arrangements and flight bookings.
- Experience in social media and external communication.
- Experience with NGOs, international organisations or donor-funded projects is an advantage.
- Good proficiency in Microsoft Office and digital communication tools.
- Excellent spoken and written English.
- South Sudanese national.

MINISTRY OF LABOR
02 NOV 2026
REPUBLIC OF SOUTH SUDAN

02.11.2026

Core Competencies

- Strong organisational and coordination skills.
- Excellent communication and interpersonal skills.

Friedrich-Ebert-Stiftung
30 OCT 2026
South Sudan Office

RAISING CIVIL VOICES

- High attention to detail and ability to meet deadlines.
- Proactive, flexible and solution-oriented.
- Ability to work independently and as part of a team.
- Reliable, discreet and professional.

How to Apply

Applications should consist of a typed motivation letter, a comprehensive CV and at least two references. FES is an equal opportunity employer - all applications will be considered on merit alone. FES South Sudan welcomes applications until Wednesday 25 November 2026 by sending above mentioned and supporting documents to recruitment.southsudan@fes.de . Only shortlisted candidates will be contacted.

MINISTRY OF LABOR
02 NOV 2026
REPUBLIC OF SOUTH SUDAN
02-11-2026