



VACANCY ANNOUNCEMENT

Action Against Hunger is a non-governmental organization whose aims and mission is to save lives by eliminating hunger, under-nutrition, particularly during and after emergency situations like disasters. Action Against Hunger focuses on nutrition, health and healthcare practices; food security and livelihoods (FSL); water, sanitation and hygiene (WASH) and advocacy

Action Against Hunger USA is currently looking for a qualified South Sudanese Nationals to fill in the position of **Food Assistance Team Leader** be based in **Duk County**.

Position Open date: January 6, 2026
Closing date: January 23, 2026
Expect Start date: 1 February 2026
Location: Duk & Ayod Counties
Required number: One (1)



About Action Against Hunger

Action Against Hunger-USA is part of the Action Against Hunger International network, which provides humanitarian relief in over 40 countries worldwide in the sectors of nutrition, health, water/sanitation, and food security. Action Against Hunger-USA, an independent NGO, currently manages operations in 8 countries: Kenya, South Sudan, Zambia, Tanzania, Uganda, Ethiopia, Haiti and Somalia. Action Against Hunger-USA has approximately 2000 staff based in the various country offices, Head Quarter in New York City and Operational Centre in Nairobi. Additional growth is anticipated.

About the Country Program in South Sudan

Action Against Hunger has been operational in South Sudan since 1985, addressing both chronic and acute needs through a comprehensive multi-sectoral approach. Our programs integrate Nutrition, Food Security & Livelihoods, Water, Sanitation & Hygiene (WASH), Protection, and Gender interventions to strengthen resilience and improve community well-being. To implement these programs effectively, Action Against Hunger engages both national and international staff, with a dedicated country team of approximately 100 professionals operating across regional and satellite offices. Action Against Hunger currently operates in four regions: Warrap, Northern Bahr el Ghazal, Pibor and Jonglei states with a robust portfolio of \$15 million per year, covering emergency response, resilience-building, research, and innovation programs to drive sustainable impact. In 2024/2025, the key donors include ECHO, UNICEF, AICS, GFFO, SIDA, EHF, WFP, and other partners committed to supporting humanitarian and development efforts in the country.

I. Summary of Position

Action Against Hunger (ACF) in partnership is anticipating funding from the World Food Programme (WFP) to manage a food assistance program encompassing General Food Distribution (GFD), Blanke Supplementary Feeding (BSFP) and Warehouse Management in Duk and Ayod Counties of Jonglei State. The Food Assistance Team Leader will be responsible for responsible for overall leadership and implementation of activities and ensuring all activities under the Field Level Agreement (FLA) with WFP food assistance and related interventions are designed and delivered in a manner that meets professional standards and achieves impact for children and their families. H/she will guide, train, direct and support project staff and Local Implementing partners in implementing food assistance activities while also providing monitoring and evaluation tools to assess progress against agreed objectives. This position will, therefore, provide overall leadership for the implementation of this program Duk and Ayod Counties in line with WFP & ACF minimum



standards and guidelines. The Program Manager will lead the coordination and collaboration with World Food Program ACF Sectors, Local Authorities, and other partners in ensuring the program objectives and outputs are achieved.

II. Purpose:

To provide strategic leadership and ensure the effective, compliant, and high-quality implementation of Food Assistance programs in Duk and Ayod. By overseeing all aspects of commodity management, donor and stakeholder relations, team capacity building, and rigorous monitoring, this role guarantees the accountable delivery of life-saving aid to vulnerable populations. Through expert program management and adherence to ACF and WFP standards, the position directly secures the integrity of the supply chain, strengthens local partnerships, and safeguards resources, ultimately ensuring that humanitarian assistance reaches intended beneficiaries reliably and efficiently.

III. Engagement:

The Food Assistance Team Leader engages extensively with WFP, Local Authorities, local partners and peer NGOs at the county levels in Duk and Ayod to ensure coordinated and effective humanitarian response. This role requires close collaboration with donor representatives and key stakeholders to align program implementation with strategic priorities and compliance requirements. Additionally, the position involves direct leadership and capacity-building engagement with field teams, local partners, and community structures to ensure accountable and high-quality service delivery, all under the strategic oversight of the Integrated Program Manager and in line with organizational partnerships frameworks.

IV. Key Responsibilities:

Program Leadership

- Provide strategic leadership for the Duk and Ayod Food Assistance program, ensuring full compliance with WFP and ACF standards and regulations.
- Manage day-to-day program implementation and support emergency food distributions with oversight of food storage, transport, and distribution.
- Ensure that all distributions are conducted in line with the caseloads and quantities specified on the Food Release Note (FRN) and ensure that no unauthorized distribution takes place at any time.
- Recruit and build capacity of new staff, focusing on identified gaps in technical competencies, donor engagements, proposal development, response coordination and Program Management.
- Manage and oversee the implementation of food distributions by all the local partners working with ACF, ensuring that they comply with WFP and ACF SOPs and standards.

Commodities Management and Reporting

- Manage the planning implementation, receipt, storage, dispatch, distribution, monitoring and documentation of commodities following ACF and WFP standards and regulations.
- Ensure the food commodities accounting systems are run professionally, requisite capacity built, losses mitigated and risks are managed. All warehousing stock, food movement and distribution shall be properly accounted for at all times and in real time.
- Manage day-to-day program implementation and support emergency food distributions with oversight of food storage, transport, and distribution.
- Ensure accurate capturing of all food receipts, making sure that these are accurately reflected on the WFP light warehouses and the LESS system.
- Ensure that the Commodities Reports and physical inventories are accurate and timely with no discrepancies between physical stocks and what is on the light warehouses.

Donor and Stakeholder Engagement

- Establish and maintain effective working relationships with government authorities, WFP, UN agencies, peer NGOs, donors and donors in the area of operation.
- Constantly engage with WFP on prepositioning of food commodities.
- Attend key humanitarian meetings including WFP cooperating partners meetings and working with the Field Coordinator, ensure relevant cluster meetings are attended.



Team Leadership & Capacity Building

- Provide leadership and guidance to the program team, ensuring effective coordination and collaboration.
- Mentor and build the capacity of staff and partners, ensuring they have the skills and knowledge to implement high-quality cash and food assistance programs.
- Promote a positive and collaborative work environment that fosters learning and professional development.
- Build the capacity of partner staff in the utilization of the WFP SCOPE system for all distribution.
- Lead, supervise and motivate the programme team staff, build their capacity to enable their high performance.

Monitoring, Evaluation & Reporting

- Lead the monitoring and evaluation (M&E) efforts for food and cash assistance programs, ensuring effective tracking of program progress, indicators, and results.
- Prepare and submit the monthly food and cash distribution reports, quantitative and qualitative, with accurate and reliable data.
- Ensure stewardship and accountability of organizations' resources (equipment, materials, finance and human resources) and towards the beneficiaries through an effective complain & response mechanism.
- Prepare comprehensive Field Office Operations Briefs and Factsheets and maintain the most updated versions based on new developments, FO responses and achievements.

V. Supervisory Responsibilities

- This position supervises all the food assistance team members (2 Food monitors, 1 Logistics Officer, 9 Tally Clerks)

VI. Gender Equality Commitments

- Fostering environment that supports values of women and men's equal access to information.
- Provides an environment where women and men shall be promoted based on the performance objectives.
- Respect for beneficiaries, women, men, children (boys & girls) regardless of gender, sex, disability, religion, etc.
- Value and respect for all cultures.
- Promote and uphold the PSEA policy and procedures.

VII. Fiscal Responsibility

- Manage the full financial lifecycle of the food assistance program, ensuring strict stewardship of resources.
- Budget management responsibility, including oversight of project expenditure and routine monitoring of budget versus actuals.
- Exercise diligent financial stewardship over program resources, overseeing all project expenditures and maintaining responsibility for budget management, including ongoing budget-to-actual monitoring.

VIII. CONTACTS/KEY RELATIONSHIPS (internal & external):

- Liaise and maintain good relationships with the Program, Finance and HR Department among others.
- Maintain good communication and relationships with local authorities, WFP, UN agencies and other partners working in the area.
- Constant engagement and interaction with local partners who will work with ACF on this action.
- Interact with suppliers, at some level local institutions and casual service providers.



IX. Physical Demands

- While performing the duties of this job, the employee is required to sit for long periods and to concentrate on work, including typing, and turn out heavy volumes of work accurately, within short time frames under stressful situations in the context of a moderately noisy office with many interruptions. Shall be able to proofread own work accurately so that only minor corrections are needed on an infrequent basis.
- The physical demands described here are representative of those that shall be met by an employee to perform the essential functions of this job successfully. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

X. Working Conditions, Travel and Environment

- The duties of the job require regular job attendance of at least five days per week. You should be available to work outside normal office hours or at the weekends as required.
- Shall be able to travel as required for standard domestic and international business purposes. While performing the duties of this job in the field, the employee may be exposed to precarious settings under high security risks and/or very basic living conditions and outside weather conditions, as well as to infectious diseases.

XI. Academic Qualifications and Professional Experience

- Bachelor's degree in agriculture, food security, development studies, economics, logistics/supply chain management relations or another relevant field is strongly preferred.
- Experience working on WFP funded food assistance programs and experience across the programme portfolio including GFD, BSFP, M&E, Nutrition and cash transfers.
- Experience with WFP LESS and reporting systems is highly desirable.
- Previous experience work in Duk/Ayod of similar context will be an added advantage.

XII. Commitment to Anti-Discrimination and PSEA

- We provide equal employment opportunities (EEO) to all employees & qualified applicants for employment without regard to race, color, religion, gender, ancestry, national origin, age, handicap, disability, marital status, or status as a veteran. The incumbent is required to carry out the duties in accordance with the Action Against Hunger Safeguarding policies (PSEA, Child safeguarding and Code of Conduct). Action Against Hunger-USA complies with all applicable laws governing nondiscrimination in employment.

I certify that I have read and understand the responsibilities assigned to this position and expected deliverables.

Application Process.

To apply, please! Send your Cover letter and CV as one document, your ID card, and only one highest academic document as a second attachment, do not zip your application. and three professional references to recruitment@ssd-actionagainsthunger.org. Specifying the role you are applying for: Food Assistance Team Leader as the title of your email before 5:00 pm January 23, 2026, or Hand delivered to any Action Hunger Office in South Sudan (we strongly recommend online Application). We do appreciate your interest in working with us; however, only shortlisted Candidates will be invited for an interview.



We will only receive, accept and consider all applications submitted through referred channels above, any applications submitted other than channels stated here will not be accepted & considered.

"This Position is Open to South Sudanese Nationals Only"

"Qualified Female Candidates are encouraged to apply"

DUE TO THE URGENCY OF THE ROLE, SHORTLISTING AND INTERVIEWS MAY BE CONDUCTED ON A ROLLING BASIS.

