



South Sudanese Health Matters Inc.



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M.O.L
Approved
11/09/2025

Position title:	Local Manager, Partnerships and Programs, South Sudan
Position Number:	01260726
Position Type	Volunteer, Part time, 8-16 hours per week
Reporting to:	Mawien Ariik, CEO
Location:	Juba & surrounds
Open to:	South Sudanese only
Opening date:	1 September 2026
Closing date:	18 September 2026 at 5.00 pm
In person applications may be submitted to:	COG Resourcing Compound in Thongpiny, Off American Resident Road, Juba, South Sudan. Note: office hours are 8.30 am – 5.00 pm weekdays. If applicants have difficulty locating the address, please phone 0922955805 and someone will assist you.
Electronic applications to be submitted to:	secretary@southsudanesehealth.org

POSITION STATEMENT:

South Sudanese Health Matters Inc. (SSHMI) is seeking a dedicated and responsive person to join our local team in South Sudan. The ideal candidate will be the focal point for developing and managing strategic partnerships with donors, funding organisations, and key stakeholders to support SSHMI's mission in South Sudan. This role will involve networking, liaising with funders, concept note writing and initiating partnership conversations to secure and expand the charity's funding base. Therefore, knowledge of the South Sudanese context, including cultural sensitivity and understanding of local needs and challenges is essential. This role will work closely with the program team and senior leadership in Australia to ensure that funding opportunities align with the organisation's objectives, goals, and programs.

The role will initially be an allowance-based role with the aim to upgrade into a remunerated role once funding becomes available.

BACKGROUND:

South Sudanese Health Matters Incorporated (SSHMI) is registered in Victoria as an incorporated association. It is also registered with the Australian Charities and Not-for-profits Commission (ACNC)



SSHMI Local Manager, Partnerships & Programs, South Sudan
Page 1 of 3

as a Public Benevolent Institution and is endorsed by the Australian Taxation Office with Deductible Gift Recipient status.

Established in 2018, SSHMI is a non-government, non-political and non-profit organisation headquartered in Melbourne, Australia, that aims to improve access to healthcare services and related education for people in the Lou Ariik Village and surrounding communities of South Sudan. Key initiatives include the implementation of sustainable healthcare, health education programmes, facilitating local workforce training and building capacity to deliver health services.

South Sudanese Health Matters is also registered in South Sudan as a National NGO with the Relief and Rehabilitation Commission (Registration Number 4779).

The formation of this NGO was inspired and driven by our [CEO Mawien Ariik](#) who was born and raised in the village of Lou Ariik, South Sudan.

OBJECTIVES OF THE ROLE

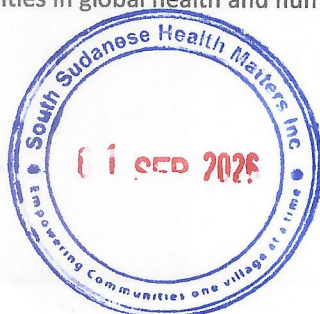
The objectives of the role are to:

- Represent SSHMI on the ground in South Sudan and to promote awareness of SSHMI's mission and work.
- Initiate and lead conversations with potential funders to explore opportunities for collaboration and partnership.
- Build and form strong relationships with potential partners, donors and external stakeholders.
- Identify and respond to new fundraising opportunities.
- Ensure major donors are kept informed of the operations of SSHMI and the positive impact of their donations.

KEY TASKS AND RESPONSIBILITIES:

The key tasks and responsibilities of this role include:

- Stakeholder Engagement: Represent the organisation at cluster meetings, events, conferences, and meetings across South Sudan to expand the network of potential partners, donors, and collaborators.
- Partnership Development: work with the Australian Head Office to develop and implement a strategy for identifying, cultivating, and securing new funding partnerships with international donors, government agencies, corporate sponsors, and foundations.
- Compliance: Ensure compliance with donor agreements and regulations, managing relationships to maximize the charity's impact.
- Communication: Act as the primary point of contact for all donor inquiries and maintain effective communication with funders, providing updates on program delivery.
- Documentation: Lead the process of proposal development in collaboration with relevant internal stakeholders, ensuring alignment with donor requirements and priorities.
- Research: Conduct research to ensure SSHMI stays up to date on trends, challenges, and opportunities in global health and humanitarian funding.



SSHMI Local Manager, Partnerships & Programs, South Sudan
Page 2 of 3



- **Special Projects:** Support special projects as assigned, contributing to the organisation's effectiveness and efficiency.

PREFERRED SKILLS AND QUALIFICATIONS:

The person appointed to this role will be a confident communicator with excellent written English and have a proven track record of successfully building relationships with donors and securing funding. Additionally, they should possess the following:

- **Passion for the Mission:** A deep commitment to SSHMI's mission and values.
- **Experience:** At least 3 years of experience in a partnership management, fundraising, or program management role within the non-profit or humanitarian sector.
- **Communication Skills:** Excellent verbal and written communication skills as well as proven donor and relationship management skills.
- **Organisational Skills:** Strong organisational and time-management skills, with attention to detail and the ability to prioritise and handle multiple tasks simultaneously.
- **Tech-Savvy:** Proficiency with Microsoft Office 365 and Google Workspace as well as familiarity with fundraising databases.
- **Interpersonal Skills:** Ability to build relationships and work collaboratively with a diverse range of individuals.
- **Flexibility:** Willingness to adapt to changing needs and work in a dynamic environment.
- **Confidentiality:** Ability to handle sensitive information with discretion and confidentiality.
- **Experience working in a small charity** would be an advantage.

TIME COMMITMENT:

We are seeking a person who is committed and able to dedicate approximately 8 to 16 hours a week to the role. There may also be a requirement to interact with the other members of the organisation, via online meetings i.e. Teams, Zoom etc.

PRE-ENGAGEMENT CHECKS:

We require the preferred applicant to undertake a National Police Check or country equivalent and maintain a Working with Children Check (where applicable). Engagement will be conditional upon satisfactory checks.

FURTHER INFORMATION

To find out more about us see our website: southsudanesehealth.org

Alternatively contact us via email at secretary@southsudanesehealth.org

Glenda Frazer
Secretary

July 2026



SSHMI Local Manager, Partnerships & Programs, South Sudan
Page 3 of 3