



Technical Coordinator – South Sudan

Position Title: Technical Coordinator

Country: South Sudan

Base: Juba with frequent travel to field bases

Reporting to: MENTOR Country Director in South Sudan

Closing Date: 20 June 2025

Job requirements:

- Health professional with at least five years of work in low-income countries
- Minimum of three years' experience as Programme Coordinator (experience with Malaria and NTDs is preferred)
- Previous experience in South Sudan is desired
- Analytical thinker
- Curious and creative problem solver
- Team-worker
- Leadership skills
- Solid prior experience working in challenging security contexts
- Organised and good coordination / project management skills
- Excellent communication skills (oral and written)

The MENTOR Initiative is an equal opportunity employer and values diversity at its company. We ensure the constant non-discrimination throughout our recruitment process.

The MENTOR Initiative is committed to promoting diversity and gender equality within the organisation, so we strongly encourage women to apply.

The MENTOR Initiative applies a zero-tolerance approach to sexual exploitation, abuse, mistreatment or harassment, and other types of unethical behaviour including fraud.

The MENTOR Initiative will contact previous employers of applicants to determine if they have any history of violating international standards and codes of conduct relating to such matters.

To apply, please use **LinkedIn**.

If that is not possible, please send your CV, letter of motivation and details of three referees (including your most recent employer) to: recruitment@mentor-initiative.org

The MENTOR Initiative ('MENTOR') is a humanitarian organisation specialising in disease control and improving access to healthcare in emergency settings currently across countries in **Africa**, the **Middle East** and **South America**. MENTOR is the leading organisation dedicated to the control of malaria and other vector-borne diseases in complex, challenging settings.

MENTOR delivers large scale disease control interventions working with remote and underserved communities affected by emergencies such as conflict and natural disasters. We also help build the technical and operational capacity of local and international partners to incorporate medium- and long-term disease control systems into their operations and country strategy.

In South Sudan MENTOR is focused on vector-borne diseases as well as neglected tropical diseases.

The Technical Coordinator will support MENTOR's overall implementation of disease control services for communities in vulnerable settings in South Sudan. The post holder will lead and coordinate technical teams across different sites within the country.

Reporting to the Country Director (CD) and HQ team, this role will lead the technical aspects of programme activities. The critical task is to ensure the programme achieves its objectives in all the technically related activities in accordance with the programme grant/award(s). The consultant will be responsible, with the CD, in ensuring that MENTOR's profile within South Sudan maintains the status of the leading vector-borne disease specialist.

The main responsibilities of this post include:

1. Technical support and direction

- The Technical Coordinator will be responsible for the technical design and delivery of South Sudan programmes.
- The Technical Coordinator will draw support and advice for specialist areas where needed from within the country team, HQ and other sources, to reinforce the quality of programmes.
- The Technical Coordinator will be responsible for continued data collection, surveillance, monitoring, evaluating and analysis of the technical aspects of programme delivery
- The Technical Coordinator will be responsible for maintaining continuous coordination across the MENTOR technical team, to efficiently and effectively roll-out programme activities.
- The Technical Coordinator will lead the planning, implementation, and oversight of vector control interventions targeting malaria and other vector-borne diseases in refugee camps. Responsibilities include managing Indoor Residual Spraying (IRS) campaigns, overseeing the distribution of Spatial Repellents (SR), and coordinating larviciding efforts to reduce mosquito populations and integrating, Education, and Communication (IEC) campaigns alongside intervention activities. The coordinator will supervise field teams, ensure compliance with WHO standards, and drive the effectiveness of public health interventions across multiple locations.

- The Technical Coordinator will support the NTD programme activities such as Mass Drug Administration campaigns planning, implementation, supervision, etc., with required field trips to various counties.

2. Coordination and team management

- Direct line management of all programme technical coordinators.
- Coordinate and support the Prevention Coordinators by directing their activities towards areas with high malaria, other vector-borne disease caseloads or public health needs and the most vulnerable populations.
- Collaboration and strategic coordination are central to this role. The Technical Coordinator will engage with key stakeholders such as the Ministry of Health, NMCP, RRC, CRI, UNHCR, and various NGOs to facilitate training and program execution. They will support cross-sector partnerships, ensuring interventions align with broader health strategies. Strong project management and analytical skills are crucial for monitoring impact, troubleshooting operational challenges, and maintaining programme efficiency. This position demands expertise in vector control methodologies and NTD experience, a proactive approach to problem-solving, and a commitment to improving public health outcomes in humanitarian settings.

3. Ensure effective technical representation and co-ordination of partners

- Represent MENTOR at technical meetings with INGOs and NNGOs, UN agencies and donors to help inform and support a coordinated approach to disease control in South Sudan.
- Act as the vector-borne disease technical focal point for the cluster partners, whilst helping to reinforce a coordinated humanitarian response for disease control.

4. Grant management, programme reporting and proposal development

- Assume overall responsibility for collating ongoing technical reports, ensuring all public facing reports are reviewed and approved by HQ prior to submission.
- Responsible for the production of all donors quarterly and other reports as per donor agreements.
- Work with the Country Director and HQ-based Programme Manager to regularly assess with partners new opportunities for the developing needs for disease control.
- Work with the Country Director, the HQ-based Programme Manager and Grants Manager in seeking new opportunities for establishing new funding streams and providing the technical input into proposal development.

5. Communication

Internal:

- Ensure regular verbal and oral communication with all Technical and Project Field Coordinators.
- Produce and submit (to HQ) weekly internal activity reports (situation reports, weekly reports, bi- weekly reports) of all programme activities carried out. This report shall include identification of areas of weakness and strengths and

recommendation for improvement in implementation and performance of technically related tasks.

- As requested, work with MENTOR HQ to share best practice across the organisation.
- Take part in the annual reporting on the overall results and impacts, challenges and general analysis of the ongoing objectives in relation to the programme.
- Ensure and maintain good communication with the HQ Programme Manager and the Country Director with all issues relating to technical aspects of programme activities.

External:

- Act as key technical representative at donor meetings and partner meetings.
- Support the CD in assessment missions when required.
- Assist the CD with field related information for external reports and/or donor proposals and in the creation of viable new proposals and budgets for future grants
- Represent MENTOR at State/National level meetings with the government and Health Partners to help inform and support a coordinated approach to disease control in South Sudan. Ensure coordination and constructive working relations and attendance at relevant inter-agency coordination meetings.
- Ensure a transparent and efficient exchange of data, context reports etc. with relevant stakeholders.
- Any other related duties as may be assigned by the CD and agreed with the HQ Manager and/or the Director.

6. Reinforcing epidemiological monitoring, reporting and data management

Work with all technical coordinators to:

- Ensure standardised and appropriate data collection across all programme areas that respond to agreed donor reporting indicators (as a minimum).
- Ensure monitoring and evaluation databases for each programme are set and are complying with donor and MENTOR reporting indicators. Ensure good usage of databases on a monthly base
- Ensure effective monitoring and analysis data to identify areas with ongoing epidemics, with high risk of epidemics or with other disease crises.
- Provide technical support and leadership in the Health and WASH Clusters to reinforce vector-borne disease epidemiological reporting in South Sudan.
- Develop and share vector-borne disease epidemiological reports with partners.

7. Programme support

- 25% (if appropriate) time of travel to all sites within the programme to assist and provide technical expertise, whilst working closely with field teams to ensure, enhance and provide strategic direction of the technical support given.

8. Operational Research

- In close collaboration with HQ initiate, design and develop concept papers for operational research studies that may enhance future disease control and other public health activities in South Sudan.
- Coordinate operational research activities in relation to disease control.

9. Other:

- Any other duties as may be assigned by the CD and agreed with the HQ Programme Manager and/or the Director.
- By mutual agreement you may transfer into other MENTOR country programmes or be involved in new organisational emergency assessments.
- You may be asked to contribute to the organisations international training on VBD control in humanitarian crises.

As The MENTOR Initiative is working in a constantly changing humanitarian aid environment, reasonable specific work duties may occasionally be requested that may not fit into the above job description, but which will help promote programme goals and aims. This includes the possibility of transfer to another similar post across MENTOR country programmes within the period of this contract agreement.