



Scope of Work Template for Consultants

Project/Consultancy Title: Capacity Strengthening Officer (1 position)

Project Location(s): Al Jazeera

Background:

Mercy Corps is a leading global organization powered by the belief that a better world is possible. In disaster, in hardship, in more than 40 countries around the world, we partner to put bold solutions into action — helping people triumph over adversity and build stronger communities from within, now, and for the future.

Purpose / Project Description:

Mercy Corps' Sudan crisis response seeks to meet the humanitarian needs of vulnerable Sudanese and other conflict-affected people across the country. Mercy Corps Sudan is recognized as a leader in market systems, agricultural, and food security and building on this experience, the MC Sudan humanitarian program will layer in resilience and other program activities where appropriate and feasible to do so. Assistance is delivered with a focus on needs, in partnership with local actors and civil society.

The Cash Consortium of Sudan (CCS) is a collaborative platform to advance a progressive vision of the potential of cash assistance to transform humanitarian response and recovery in partnership with vulnerable conflict-affected populations. CCS is led by Mercy Corps, building on its global experience and learning on leading cash consortia in multiple country contexts, as well as general expertise in cash coordination and breadth of technical resources. The consortium has 19 partners including 8 international NGOs and 11 national NGOs. IMPACT is a non-implementing partner dedicated to Monitoring, Evaluation, Research and Learning. IMPACT will support quality data systems and an objective evidence base that will be essential to CCS' accountability and adaptive management to refine programming approaches to enhance impact as the Sudan crisis context evolves. The CCS works closely with other consortia and actors in Sudan to deliver an effective CVA response for communities affected by the crisis.

The core pillars of the CCS response include: 1) basic needs through cash assistance both at the community level through Group Cash Transfers (GCTs) delivered to Community-Based Organizations (CBOs), as well as at the household-level through Multi-Purpose Cash Assistance (MPCA); 2) strengthening market systems to ensure resilience of key market actors and supply chains as well as strengthening the availability and affordability of key commodities; 3) strengthening capacity of local partner organizations with an emphasis on accompaniment and mentorship; and 4) generation of learning and evidence to inform broader response efforts.

Consultant Objectives:

The Capacity Strengthening Officers are primarily responsible for working closely with CCS partner organizations, both national and international, to technically improve and develop the CVA programming of national NGOs across extremely challenging contexts such as the Greater Darfur Region, Greater Kordofan Region, and Khartoum. The positions will work to strengthen the overall technical quality of the CCS national NGOs members, both organizationally and with technical CVA skills. The Capacity Strengthening officers will also be the main representatives of the CCS Secretariat with NNGO partners, as well as complementing CCS external coordination with technical fora such as the Sudan CWG and TWGs, and local authorities in select states.

Consultant Activities:

The Consultant will:

- Lead the design and delivery of tailored training, mentoring, and coaching programs to strengthen partner organizations' technical capacity in Cash and Voucher Assistance (CVA).
- Support partner teams to apply harmonized CVA tools, standards, and approaches aligned with consortium and global best practices.
- Facilitate peer learning, technical exchanges, and communities of practice among national partners and consortium members.
- Provide ongoing technical advice and problem-solving support to field teams implementing CVA activities.
- Contribute to the development and localization of CVA guidance materials, standard operating procedures, and training curricula.
- Where feasible, contribute to local authorities' understanding of CVA standards and procedure through engagement and capacity strengthening



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- Conduct organizational capacity assessments and co-develop capacity strengthening plans with national partner organizations.
- Support partners in strengthening key systems – including finance, HR, procurement, and compliance – to meet donor and consortium requirements.
- Facilitate workshops and coaching sessions to build partners' project management, reporting, and accountability systems.
- Track progress against partner capacity plans and provide practical recommendations for continuous improvement.
- Document and share examples of best practices and lessons learned across partner organizations.
- Coordinate with consortium technical advisors and area-based coordination teams to align capacity building efforts with wider consortium strategies.
- Contribute to evidence generation and learning on effective capacity strengthening models within the Cash Consortium of Sudan.
- Support joint review meetings, after-action reviews, and capacity exchange events to promote collaboration and collective improvement.

Consultant Deliverables:

The Consultants will:

- Organizational capacity assessment reports with recommendations.
- Updated capacity strengthening plans for partner organizations.
- Training and coaching log & reports
- CVA Guidance and documentation of best practices and lessons learned for consortium sharing.
- Workshop materials and technical resources for partners.

Timeframe / Schedule:

January to May 2026.

The Consultant will report to:

- 1) Report directly to the CCS Partnership Coordinator for day-to-day oversight
- 2) To Mercy Corps partnership team will act as the administrative and reporting manager

The Consultant will work closely with:

CCS Secretariat, CCS National Partner Organizations, CCS International Partner Organizations, Mercy Corps Sudan Partnerships, Local authorities, Mercy Corps Programs, Operations and Finance teams, Regional and HQ Technical Support Units

Required Experience & Skills:

- Bachelor's degree in social sciences, economics, business administration, international development, or related field.
- Minimum 3 - 5 years of relevant experience in humanitarian or development programming, with at least 2 years supporting Cash and Voucher Assistance (CVA) or livelihood interventions.
- Demonstrated experience in training, mentoring, or organizational capacity strengthening with national NGOs or community-based organizations.
- Experience working with or through local partners, preferably in consortium or multi-agency settings.
- Sound understanding of CVA programming principles
- Strong facilitation and adult learning skills, able to adapt content to different literacy and experience levels.
- Proven ability to build trust and collaboration with diverse stakeholders, including local NGOs, community groups, and consortium partners.
- Excellent communication and presentation skills in Arabic and English (written and verbal).
- Willingness and ability to travel regularly within Sudan, including to reasonable field and hard-to-reach areas.



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Team Engagement and Effectiveness

Achieving our mission starts with how we build our team and collaborate. By bringing together individuals with a variety of experiences, backgrounds, and perspectives, we strengthen our ability to solve complex challenges and drive innovation. We foster a culture of trust and respect, where every team member is valued for their contributions, empowered to reach their full potential, and motivated to do their best work.

We recognize that building a strong and effective team is an ongoing process, and we remain committed to learning, improving, and growing together.

Equal Employment Opportunity

Mercy Corps is an equal opportunity employer committed to providing equal employment opportunities to all employees and qualified applicants for employment without regard to race, color, sex, sexual orientation, religion or belief, national origin, age, disability, marital status, veteran status, or any other characteristics protected under applicable law.

Safeguarding & Ethics

Mercy Corps is committed to ensuring that all individuals we come into contact with through our work, whether team members, community members, program participants or others, are treated with respect and dignity. We are committed to the core principles regarding prevention of sexual exploitation and abuse laid out by the UN Secretary General and IASC. We will not tolerate child abuse, sexual exploitation, abuse, or harassment by or of our team members. As part of our commitment to a safe and inclusive work environment, team members are expected to conduct themselves in a professional manner, respect local laws and customs, and to adhere to [Mercy Corps Code of Conduct Policies](#) and values at all times. Team members are required to complete mandatory Code of Conduct elearning courses upon hire and on an annual basis.