



National Programme Officer for Sudan (Food Security, Livelihoods, WASH) - ADVERTISEMENT

Swiss Agency for Development and Cooperation (SDC), Office for International Cooperation – Sudan,
Embassy of Switzerland in Egypt

Starting Date: earliest possible

Deadline for applications: 28 September 2026

Tasks and responsibilities

The National Programme Officer (NPO) for Sudan is responsible for activities under the Swiss Agency for Development and Cooperation at the Office for International Cooperation - Sudan, Embassy of Switzerland in Egypt, in the areas of Food Security, Livelihoods, as well as Water, Sanitation, and Health (WASH). Specifically, this includes the following tasks:

- **Context Assessment:** Assess the context, apply political economy analysis, and propose strategic entry points in alignment with the Swiss Cooperation Programme Sudan.
- **Project Development:** Identify and co-design new projects, ensuring their approval in accordance with the Swiss Cooperation Programme Sudan, and internal regulations.
- **Project Cycle Management (PCM):** Project Cycle Management of the projects included in the portfolio, including monitoring and evaluating them.
- **Partnership and Policy Engagement:** Conduct partnerships, engage in policy dialogue, and steer and monitor projects operationally while applying Conflict Sensitive Project Management practices. Collaborate closely with the administration and finance team for financial oversight, including drafting administrative documents such as contracts and agreements.
- **Knowledge Capitalization:** Capitalize on institutional knowledge by steering, conducting, or supporting reviews, evaluations, and other activities related to Project Cycle Management.
- **Reporting:** Ensure timely and quality reporting, including contributions to the Annual Report and other institutional reports.
- **Strategic Planning:** Contribute to yearly planning and strategic frameworks, including the development of the new SDC Sudan Cooperation Programme.
- **Donor Coordination:** Participate in donor coordination and policy dialogue, representing SDC in relevant coordination and project steering meetings.
- **Communication Facilitation:** Facilitate communication with authorities and actively participate in SDC/Embassy meetings, drafting action points from these meetings.
- **Mission Planning:** Plan, organize, and conduct missions, including visits to Sudan and project sites as feasible.
- **Additional Tasks:** Perform other tasks as instructed.

Requested Profile

- Master's degree in a relevant field.
- At least 5 years of working experience in development cooperation or humanitarian aid, preferably as a Programme Officer in a diplomatic mission or international organization.
- Proven experience in project identification, design, and formulation, with proven expertise in project cycle management, including conflict-sensitive programme management.
- Proven high social competencies and the ability to collaborate effectively in a dynamic team.
- Work related experience and excellent understanding of the development landscape in Sudan, with an existing and active network including development/humanitarian agencies, I/NGOs, private sector entities, and governmental and international authorities.

- Excellent communication skills in Arabic and English, both written and spoken; proficiency in French or German is an asset.
- Proficient in computer skills, particularly with MS Office applications.
- Strong organizational, networking, and communication skills, with the ability to work independently.
- Strong motivation and ability to work in a multicultural environment, adapt to different tasks, and deliver results within established timelines.
- Proven ability to work efficiently under pressure in a challenging context.

We offer

Attractive working conditions and competitive salary. Opportunity to work in an international environment.

Applications

Interested candidates should submit their application with a letter stating their motivation, a detailed Curriculum Vitae and necessary supporting documents (copies of diplomas and certificates) to the Embassy of Switzerland in Egypt **not later than 26 September 2026**.

By E-mail: cairo.jobapplicants@eda.admin.ch

<i>For non-Egyptian candidates: Must be in possession of a valid long-term Egyptian residency and work permit.</i>
