



Scope of Work Template for Consultants

Project/Consultancy Title: Policy and Advocacy Advisor

Project Location(s): Sudan, Kenya or similar time zone

Duration: five months (May go beyond May 2026 subject to available funding).

Finance Department Code: 91748 and 97073

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.

Consultant Objectives:

The Sudan Policy & Advocacy (PA) Advisor will lead efforts, in collaboration with the Sudan country team members, and the Global Policy and Advocacy (GPA) team, to ensure effective policies and practices are implemented by local, regional and international actors to allow for an adequate, effective, and principled humanitarian and resilience response in Sudan.

The Sudan PA Advisor will lead on achieving the policy and advocacy objectives that align with the Mercy Corps Sudan country strategy and related country advocacy strategy. They will work closely with field teams and different internal Mercy Corps departments including program, communications, partnerships, and Crisis Analysis – Sudan teams to utilize all available resources and data to provide evidence to enhance Mercy Corps' policy and advocacy objectives. The Sudan PA advisor will also work closely with relevant country team members to build and/or strengthen their advocacy capacity, ensuring they have the skills, knowledge and confidence to lead advocacy activities.

The Sudan PA Advisor will write policy-relevant documents - including talking points, statements, and policy briefs - for use by the Mercy Corps Sudan team as well as regional and global teams during advocacy engagements on Sudan. The Sudan PA Advisor will also work closely with the global P&A team to provide key messages and help respond to questions/requests about the situation in Sudan, our programs and recommendations on certain issues, to prepare global colleagues for relevant Sudan-related meetings and engagements. The Sudan PA Advisor will represent Mercy Corps Sudan in relevant fora including the Sudan INGO Forum Advocacy Working Group, supporting collective advocacy efforts in line with the Mercy Corps Sudan Advocacy Strategy.

Consultant Activities:

The Consultant will:

- Update the Mercy Corps Sudan Advocacy Strategy and Key Advocacy Messages based on current context analysis, priorities and recommendations, in close consultation with relevant team members, and keep the Advocacy Calendar and Sudan Contact Database up to date.
- Ensure the Advocacy Strategy is implemented and reviewed bi-annually, drawing on Mercy Corps' experience and program expertise.
- Proactively coordinate with relevant Mercy Corps Sudan team members including DoPs, program and PAQ managers, communications and Crisis Analysis-Sudan to enhance linkages between PA and other teams.
- In line with objectives and indicators identified in the Sudan Advocacy Strategy and collective advocacy strategies and efforts by the different fora, collect information from Mercy Corps' programs to use for policy and advocacy purposes to ensure Mercy Corps' advocacy is informed by field-based evidence.
- Attend Sudan-related events/webinars etc. and share notes with CD, DoP and others.



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- Closely monitor policy issues, access and security, regional politics, humanitarian coordination and other issues that may impact the humanitarian situation and response in Sudan, and prepare Mercy Corps positions as determined fit by the Country Director.
- Ensure that team members in the country are on message with our advocacy key messages and/or particular positions and support senior management engagements with donors on policy and strategic issues for Sudan's response
- Establish relationships with other humanitarian actors and stakeholders for cooperation on messaging, advocacy and influencing in Sudan.
- Propose and lead events, roundtables or other advocacy opportunities to inform and influence humanitarian actors, UN, donors and policy makers.
- Coordinate and manage the design, dissemination and logistics of relevant advocacy/influence events and initiatives.
- Facilitate regular trainings and workshops for relevant country team members on advocacy, including how to develop advocacy asks and produce material that can be used for programmatic advocacy such as case studies, impact briefs, program recommendations, etc.
- Represent Mercy Corps in relevant NGO forums related to the Sudan response including the Sudan INGO Forum, as well as in donor meetings and other external events.
- Liaise with and coordinate policy and advocacy work with peer agencies, particularly through the INGO forum's Advocacy Working Group. Provide comments and inputs on behalf of Mercy Corps on strategic materials produced by forums, donors, governments, etc.

Consultant Deliverables:

The Consultants will:

- Implement activities within the Sudan advocacy plan and track progress towards achieving advocacy plan objectives, with the support of relevant team members.
- Identify advocacy opportunities and develop strategies for engagement in these opportunities.
- Author policy briefs, joint position statements, talking points and other public or private advocacy materials and secure sign-off from regional and global PA team when necessary
- Represent and position MC within advocacy working groups, meetings and events.
- Coordinate and manage design and dissemination of advocacy initiatives
- Coordinate advocacy efforts across Mercy Corps Sudan team, as well as with other relevant stakeholder and partners.
- Conduct capacity building training for staff and local partners.

Timeframe / Schedule:

January to May 2026.

The Consultant will report to:

1) New Initiatives and Partnership Manager

The Consultant will work closely with:

Sudan Country Director; Sudan Director of Programs, Mercy Corps Global Policy and Advocacy team, relevant Mercy Corps Sudan team members including from MEL, PAQ, Communications and Crisis Analysis-Sudan teams, as well as the Sudan Strategic Partnerships Manager and regional advocacy and media/communication staff.

Required Experience & Skills:

- A BA/S or equivalent is required with 3-5 years' work experience; a degree in a relevant field such as political science, human rights, humanitarian or development studies, law, or public policy preferred.
- Proven ability to communicate effectively in English and Arabic, both verbally and written is required;
- Knowledge of the Sudan context, including the Sudan humanitarian response is preferred.
- Ability to work independently as well as work with teams to complete tasks with minimal supervision.
- Proven ability to work under and meet multiple deadlines, sometimes under very short notice.
- Ability to engage with external stakeholders including peer agencies and donors.



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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.