

Job Opportunity: Executive Manager

Application Deadline: 17 May 2026

Provisional start Date: 1 June 2026 (to be discussed)

Contract Type: Full-time (1 FTE)

Location: [Nairobi or Kampala]

About the Organization

The Sudan Media Forum (SMF) is an alliance of 23 independent media institutions and NGOs committed to promoting independent journalism, safeguarding freedom of expression, combating hate speech, and supporting high-quality content production.

Position Overview

We are seeking a dynamic and strategic Executive Manager to lead the coordination, development, and implementation of the organisation's activities. The role combines strategic leadership, operational oversight, and stakeholder engagement to ensure the effective delivery of the organisation's mission.

The Executive Manager will work within a small, agile core team of three, while engaging with a broad and diverse network of members, including media managers, Editors-in-Chief, journalists, content creators, photographers and videographers, SM influencers, advocacy leaders, and strategic partners.

The position reports to a designated Board member responsible for supervision and employer oversight.

Why Join Us

This is a unique opportunity to:

Play a leading role in shaping and scaling a newly established initiative with high potential and visibility.

Work at the forefront of independent media, freedom of expression, and societal impact. Collaborate with a diverse and influential network of media professionals and civil society leaders.

Operate in a flexible environment where your ideas and leadership will directly shape the organisation's direction, and improve its 'entrepreneurial' capacity.

Help drive a new, ambitious initiative with the potential to become a key actor in advancing independent journalism and freedom of expression in Sudan.

Key Responsibilities

Strategic Leadership

Drive the implementation of the organisation's strategy and annual action plans

Identify and propose new initiatives aligned with strategic priorities

Coordination & Governance

Ensure effective internal coordination with leadership and member organisations

Support strong governance, administration, and decision-making processes

Programme & Operations Management

Oversee implementation of ongoing and future projects

Ensure compliance with donor requirements and project standards

Partnerships & Representation

Strengthen relationships with partners, stakeholders, and networks

Represent the organisation externally when required

Resource Mobilisation

Lead outreach, fundraising efforts, and donor relations

Identify new funding opportunities and partnerships

Qualifications & Experience

Minimum 8–10 years of senior leadership experience (NGO, media, or public sector)

Strong understanding of media and civil society ecosystems

Proven experience in organisational management and fundraising

Demonstrated experience with donor-funded projects in media, expression or advocacy

Preferable education:

Advanced degree in management, public policy, media, or related field

Skills:

Strategic thinking and leadership

Excellent communication and stakeholder engagement skills

Strong decision-making and problem-solving abilities

Networking and advocacy capacity

High-quality reporting and briefing skills

Languages:

Fluency in Arabic and English (required)

French is an asset

How to Apply

Please submit:

- Cover letter
- Updated CV
- Contact details of three professional references
- Send applications to: [secretariat@sudanmediaforum.org]