

PROFESSIONAL PROFILE SUMMARY

To apply fully the skills and knowledge acquired in my professional training and work in line with the organizations' goals while effectively delivering quality services to the community

DATA MANAGEMENT & TRAINING | CURRICULUM DEVELOPMENT | RESEARCH & PROPOSAL DEVELOPMENT | ADVOCACY | CHILD PROTECTION |

WORK HISTORY:

Jan 2021 to Current. SENIOR RESEARCHER: INSTITUTE OF BUDGET ADVOCACY AND RESEARCH (I-BAR CONSULTING)

January 2024 to Current ASSOCIATE CONSULTANT: MALTITRACK POLICY AND ADVOCACY SOLUTIONS

Apr 2020-To Current - LEADEDGE CONSULTANTS ASSOCIATE CONSULTANT

- i. Undertaking quantitative and qualitative data collection (HH, FGDs, and KIIs).
- ii. Support in development of and refining of data collection tools
- iii. Undertake transcription and translations
- iv. Generating graphs and spreadsheets to portray results
- v. Support data analysis (qualitative and quantitative).
- vi. Conducting literature review, using a range of methods and sources of data.
- vii. Developing research work plans according to projects needs
- viii. Assist in maintenance of research database and company profile
- ix. Developing Research proposals ,support in validation, data cleaning, , training and presentation and report development

DATA OFFICER- COVID-19 VACCINATION AND HIV/AIDS PROJECT

LUNGALUNGA HEALTH CENTER (FAHARI YA JAMII/ USAID/NAIROBI CITY COUNTY.

1st May 2022 to March 30th - 2023:

- i. Data entry into M-Chanjo system and ensuring completeness and accuracy of data in M-chanjo system
- ii. Support monitoring and evaluation activities on COVID- 19 vaccination program within Nairobi City County
- iii. Management of data, collection and entry into Kenya -EMR, M-chanjo and project database for reporting
- iv. Provide support to the health facilities, HCW and CHVs to effectively collect, analyze and use data
- v. Supporting HCWs during outreaches for data capture
- vi. Supporting accurate and quality data entry and filling at the facility

CONTACTS

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📍 523-40601 Bondo - Kenya

EDUCATION

- Bachelors of Arts in Development and Policy Studies | Jaramogi Oginga Odinga University of Science and Technology | 2018
- Diploma In Community Development | Maasai Mara University 2013
- Kenya Certificate of Secondary Education| Siaya Township Secondary School |1998

PERSONAL ATTRIBUTES

- **Research Design and Implementation**
adept in socio-economic research, agricultural value chain analysis, gender analysis expert and evaluation of project indicators experienced youth empowerment and development evaluator.
- **Advocacy and Lobbying:**
Experienced in advocacy for women, adolescent and children rights. An agent of community change on Gender Based Violence.
- **Personnel Management:**
Experienced in increasing the institution's effectiveness by recruiting, selecting, orienting, coaching, training and appraising job results of the management team to ensure productivity.
- **Team Leadership:**
Strategic leader with the capacity to efficiently oversee staff and volunteers of all levels to ensure the delivery and assisting in meeting company objectives.
- **Monitoring and Evaluation:**
Experienced in scrutinizing

- vii. Updating Kenya EMR for persons living with HIV/AIDs
- viii. Report development on CCC patients and COVID -19 Vaccination at request by the donor, program and MOH

INSTRUCTOR CONSULTANT : GENERATION KENYA

CAREER READINESS PROGRAM ON FINANCIAL SERVICES SALES (FSS)

- August 2018 to April 2019

- i. Mobilization and screening students before admitting them for the program based on Generation set screening criteria.
- ii. Understand individual students learning needs to accommodate various types of abilities
- iii. Carry out information session to enable students understand the program
- iv. Network with employer Partner's for students' interview.
- v. Train and supervise a team of 35 recommended for interview and certification on financial service sales technical skills, mindset and behavioral skill.

PROGRAM OFFICER: -ENDING CHILD MARRIAGE PLAN INTERNATIONAL BONDO PROGRAM UNIT.

22nd January—31st July 2018

Resp.

- i. Provide overall technical vision, leadership, and project management, ensuring an integrated vision among different components of the project delivering the project objective using gender transformative approaches.
- ii. Provide leadership in developing and implementing timely, quality quarterly and annual implementation plans and budgets.
- iii. Prepare, submit and disseminate quality annual, periodic reports (both narrative and Financial) to donor as per donor requirements and project monitoring and evaluation plan.
- iv. Provide effective coordination and management of partnerships as well as with all other actors with a focus on achieving desired results in line with desired project impact.
- v. Ensure effective project budget utilization, management and monitoring of partners, including timely accountability of the funds in line with accounting policies and procedures of Plan International.
- vi. Manage project resources including procurements efficiently and effectively in accordance with Plan International Uganda policies and guidelines and in accordance with grant conditions.
- vii. Supervise technical thematic staff recruited for effective implementation of this project and provide leadership to the project team including mentorship and coaching to enhance staff and partner capacity for effective implementation of the project
- viii. Represent and link Plan International Kenya and the project externally with partners, government and other agencies/alliances at district and national level on policy and advocacy and other project related issues as required in consultation with National Program Manager Child Protection and Head of program.
- ix. Ensure all project documentation is organised and well maintained for accountability purposes, aiming for having a

processes, carrying out data collection and analysis on the same

- **Communication and Interpersonal Skills:** Excellent effective verbal communication with people in and outside the organization while maintaining good and professional working relations
- **ICT Competence:** Highly capable of navigating all MS packages, Internet and Email

SKILLS AND COMPETENCIES

- Strong attributes in leadership with good relationship building skills
- Excellent interpersonal and communication and computer skills.
- Child welfare and Sensitivity to culture
- Experienced in knowledge management, and conducting trainings.

REFEREES

1. Mr. David Otieno

Program Coordinator: Generation Kenya,
Career Readiness Program

david@generation.org

Tel: 0724841570

2. Hilary Onyango

Managing Director,
Institute Of Budget Advocacy and Research
(I-BAR Consulting)

directoribar2021@gmail.com

Tel: 0720235502/ 0798940377

3. Njuguna Njoki

Program Director (COVID -19 Vaccination
Project

Fahari ya Jamii/USAID

Tel: 0736945464

well-articulated model of the program.

- x. Organise regular performance review meetings to assess progress, but also to agree on and communicate any changes in strategy with the key project stakeholders
- xi. Ensure Plan International's Safeguarding Children and Young People Policy and guidelines are adhered to in project implementation.

INTERN: PROMOTING QUALITY EDUCATION AND LIVELIHOOD TO VULNERABLE COMMUNITIES (8TH MAY -31ST JULY 2017)

PLAN INTERNATIONAL BONDO PROGRAMME UNIT

Responsibilities

- i. Implementation of development projects to schools.
- ii. Reporting on projects activity.
- iii. Child protection.
- iv. Training of paralegals on child protections.
- v. Capacities build BOM on child protections.
- vi. Training of ECCD teachers and parents on development of learning and lay materials and good parenting,
- vii. Ensuring student's governance is in existence in all schools in the region.
- viii. Train parents on VSLA initiatives

FIELD OFFICER: C.B.R PROJECT ON HEALTH OF PERSONS WITH DISABILITY. KISUMU ACTION DISABILITY DEVELOPMENT NETWORKS (KADDNET)

January 2014-December 2014

Responsibilities

- i. Forming and working with the community-based disability oversight committee at grass root level.
- ii. In consultation with the occupational therapist conduct rapid and detailed need assessment on mater affecting persons with disability
- iii. Organize and participate in awareness campaigns in the community where KADDNET programs are implemented
- iv. Child protection (Children living with disability.
- v. To train and build the capacity of the community-based stakeholder, disability leaders Write reports regularly on the progress of the project on the various gaps identified
- vi. Work with parents/caregivers and community members to ensure a positive relationship with child both at family and community level.

KEY CONSULTANCY ASSIGNMENT UNDERTAKEN.

Baseline, Endline, Evaluations, Impact Evaluation, Policy review, Survey , Agriculture Value Chain and related assignments

- **February/March 2024** Study on influence of social and gender norms on health and livelihood outcomes of Adolescent Girls and Young Women (AGYW) Siaya County – **Bill and Melinda Gates Foundation(BMGF)**

- ✓ Qualitative data collection and data analysis
- **November 2023** baseline study on economic empowerment of women in agriculture in Ghana and Kenya (Siaya County)- Center for agriculture and Bioscience International (**CABI**)
 - ✓ Field supervision on Quantitative and qualitative data collection
- **June 2023:** Technical capacity building on entrepreneurship skills for the program participants in Kakuma. **Norwegian Refugee Council(NRC)**
- **Jan-Mar 2023:** Evaluation of Ease of Doing Business Reforms in Kenya -the **World Bank Group**
 - ✓ Qualitative data collection analysis and report development
- **January 2023** Supporting a Baseline Study for Urban Community Resilience Building (UCRB) Project in Nairobi and Mombasa Counties, **Kenya Red Cross Society (KRCS).**
 - ✓ Qualitative and quantitative data collection
- **July 2020:** Research study in support of a baseline Assessment on knowledge, attitude and practices (KAP) among small holders Horticulture farmers on use of pesticides and Agro-ecology in Uriri Sub County, Migori County- **CEJAD**
 - ✓ Field supervision and quantitative data collection
- **April 2022:** policy review for Coalition On Violence Against Women (**COVAW**)
- **September 2021:** Support I-BAR Consulting undertake stakeholders mapping to form part of the water governance house for **KEWASNET-**
- **August 2021:** Research study in support of baseline Assessment on KAP to help in national fight against HIV/AIDS, STI, TB, COVID-19, FGM, GBV and Gender mainstreaming pandemic Eldoret and Kitale – **KENHA**
- **June 2021:** Baseline study engagement and project implementation plan of transforming lives in the East and Horn of Africa region through evidence based advocacy and campaigning for peaceful change - **American friends Service Committee (AFSC) Standards in Programming ILO**
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