



MILESTONES

Strategy, Leadership and Development Consultants

CONSULTANCY PROFILE

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INTRODUCTION

MILESTONES is registered with the registrar of societies at the Attorney General's Office of Kenya to engage in the business of selling Strategy, Leadership and Development consultancy services (Business Number BN/2011/108889)

At **MILESTONES**, we believe that '**TOGETHER EACH ACHIEVES MORE**' and that each individual has unique traits that could be harnessed to increase output at all levels. It is this belief that has informed the production of this brochure.

The trainings apply the very latest technologies and maximum participation to optimize output and are conducted at the convenience of the implementing organization and the target group. All the packages are designed to accommodate community needs, training targets and implementing partners' budgets.

With top notch trainers, well grounded in practice and masters of theory, using the very participatory of training methodologies, it is guaranteed that beneficiaries will get most out their investment in training. It must be noted that finance will not be the motivation in rolling out this training packages but will only be seen as meant to facilitate these packages.

Finally, **MILESTONES** is in the business of bringing together knowledge and will not hesitate to amend these packages to conform to additions or eliminations. Further, those interested in joining the pool of individuals that comprise **MILESTONES** Consultants are encouraged to talk to us through the address below with specifics of knowledge you intend to bring in.

Go vee into the world together and achieve more



Auscar Odhiambo Wambiya

PRESIDENT, **MILESTONES** Consultants

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VISION

Enlightened communities finding own solutions for own problems using resources within their reach.

MISSION

To be a world class consultancy organization providing strategy, leadership and development knowledge using various participatory approaches to meet local and international community needs at affordable rates

MOTTO

Together Each Achieves More (TEAM)

BELIEF

From each according to his ability to each according to his needs

CONSULTANCY SERVICES ON OFFER

At Milestones, we have brought together top-notch consultants specialized in different types of trainings, consultancy and research services including but not limited to the following: -

1. Strategy Consultancies

1. Development of Strategic Plans
2. Development of Asset Inventory Register
3. Training on Organizational Strategy
4. Communication Policy Development
5. Social Media Policy Development
6. Report Writing Techniques
7. Participatory Community Development and Leadership Skills
8. Group Dynamics and Interpersonal Skills for Team Building
9. Behavior Change Communication Skills
10. Infant And Young Child Programming
11. Prevention Of Mother to Child Transmission of HIV/AIDs
12. Life Planning Skills for The Youth and Sexual Reproductive Health
13. Effective Selection Planning and Management of Income Generating Activities
14. Building A Winning Team
15. Project Management Skills
16. Managing Job Stress
17. Strategic Planning Design
18. Money Management Philosophy
19. Personality Formation
20. Micro And Small Enterprise Development (Savings & Loans)

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21. Participation in Local Governance
22. Monitoring and Evaluation
23. Business Proposal Development
24. Resource Mobilization/Fundraising Skills
25. Socio –Economic Analysis Towards Poverty Alleviation
26. Conflict Management and Resolution
27. Human Resource Management Skills

2. Leadership Consultancies

1. Mentorship For Student's Councils
2. Career Options Guidance & Development
3. Motivational Speaking
4. Group Dynamics and Interpersonal Skills for Team Building
5. Personal Coaching and Mentoring
6. Change Management
7. Team Building
8. 360 Degree Appraisal and Feedback
9. Emotional Intelligence
10. Mental Health
11. Human Rights Advocacy
12. Child Rights and Child Protection
13. Customer Satisfaction Surveys
14. Environmental Impact Assessment
15. Budgeting and Financial Planning
16. Leadership Formation
17. The Art of Delegation

3. Development Consultancies

1. Training and Staff Development
2. Managing Employee Relations and Team Building
3. Public Speaking and Presentation Skill
4. Effective customer service management
5. Event Organization & Logistics
6. Corporate Communication and Public Relations
7. Image Design and Publications
8. Documentary production and Brand Public Relations
9. Strategic Communication and CSR (Corporate Social responsibility) Formulation
10. Communication Research & Development
11. Public Relations Skills
12. Logistics and Procurement Management Skills
13. Local content generation and e-commerce

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14. - e-learning opportunities for grassroots organizations

PARTNERS

- ChildFund International in Kenya
- World Vision International in Kenya
- Care International in Kenya
- Uranga Rural Development Initiative
- Tembea Youth Center for Sustainable Development
- Red Cross Kenya
- Compassion International in Kenya
- Government of Kenya
- Alego Usonga Stakeholders Forum
- Center for Education and Rural Development
- Kofi Annan Foundation
- Rang'ala Family Helper Project
- Lake Victoria Child Support Program
- Busibi Family Helper Project
- Rera Child and Family Support Program
- St. Francis Family Helper Project
- Kano Plains Family Helper Project
- Upper Nyakach Family Helper Project
- Kisumu Development Program

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PROFILE OF CONSULTANCIES SUCCESSFULLY EXECUTED

- Reviewed and Developed Siaya Muungano Network Organization Strategic Plan (2022 – 2026) in November 2022
- Designed Asset Inventory Register for Siaya Central Secondary School in 2022
- Designed and Developed Siaya County Communication Policy for the County Government of Siaya in 2021
- Designed and Developed Siaya Procurement Policy for the County Government of Siaya in 2021
- Designed and Developed Siaya County Assembly Social Media Policy of the County Assembly of Siaya in 2020
- Initiated, Designed and Established Strategic Plans for Mwer High School (2017 – 2022), Kabura Secondary School (2021 – 2025), Kerongorori Secondary School (2021 – 2025), Hawinga Girls Secondary School (2023-2028), Siaya Muungano Initiative (2021 – 2025)
- Lead Consultant for Kakamega County Environmental Baseline Survey in 2018
- Assistant Lead Consultant in the conduct of the end term evaluation of the “Banking on Change (BoC) Project” in Kisumu, Homa Bay and Embu Counties
- Facilitated 5 days training (September 2012) for ChildFund Kenya on Micro Finance (**Voluntary Savings and Loans**) targeting 30 Trainers of Trainees (TOTs) at Camunya Hotel, Ugunja
- Facilitated a 3 days (September 2012) ChildFund Kenya training on **Selection Planning and Management of Effective Management of Income Generating Activities** targeting 30 Trainers of Trainees (TOTs) at Savanna Hotel, Ugunja
- Facilitated Two weeks (Theory and Practical) – July 2011 for Plan International in Kenya on **Voluntary Savings and Loans** targeting 50 Trainers of Trainees at Rozala Hotel, Bondo
- Facilitated a 5 days training for Kabura Uhuyi Cooperative Society on **Establishment and Management of Cooperative Societies in Kenya** targeting Poultry and Horticultural Farmers in 2012
- Facilitated a World Vision – Kenya, Five Days – August 2011 training on **Voluntary Savings and Loans/ Selection Planning and Management of Income Generating Activities** targeting 40 Community Based Trainers/ Community Health Workers
- Facilitated a Three Days training for ChildFund Kenya on **Gender, Human Rights and Governance** on Community Based Trainers
- Facilitated a three days training between 3rd – 5th Oct. 2011 for ChildFund Kenya on **Voluntary Savings and Loans** targeting 30 Community Own Resource Persons
- Facilitated a Three Days (June 2011) training for Kenya Alliance for the Advancement of Children’s Rights (KAACR) on **Social Audit of Devolved Funds** targeting 30 Ugenya/Busia Area Advisory Council Members at Farm View Hotel, Busia
- Facilitated a one-day (Jan. 2012) Compassion International training on **Infant and**

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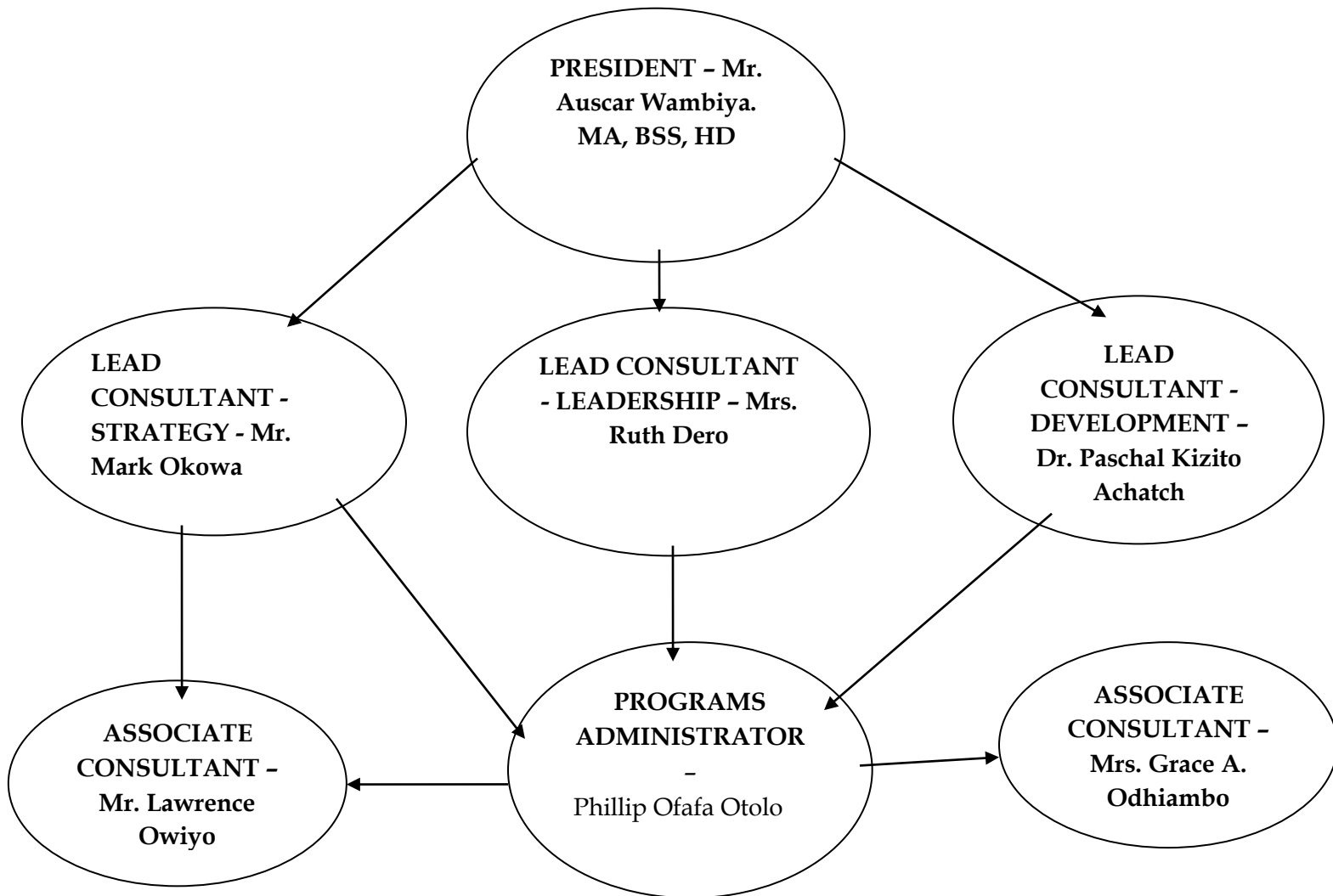
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Young Child Feeding Targeting 40 Care Givers/ Breastfeeding Mothers at Sawagongo High School

- Facilitated 3 days (Nov. 2012) ChildFund Kenya training on **Selection Planning and Management of Effective Management of Income Generating Activities**

MILESTONES MANAGEMENT STRUCTURE



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PROFILES OF KEY CONSULTANTS

1. Dr. Paschal Kizito Achatch - PhD. Education Research

Title: - Lead Consultant - Development

He holds a Ph.D in Education with a specialization in Education Research and Evaluation. He has solid experience in the education sector as classroom teacher, teacher trainer, curriculum developer and now a university lecturer. At the Curriculum Development Centre in Kenya where he worked for 9 years, he evaluated many education programs including TIVET programs. Dr. Wambiya worked for the International Labour Organization's Program on the Elimination of Child Labour for 9 years as the Education and Training officer. During this time, he oversaw many evaluations in his department. Dr. Wambiya is currently the head of Department of Undergraduate Studies in the Faculty of Education and the Acting Head of Department of Research and Evaluation in the same faculty. Dr. Wambiya has evaluated education and Training Programs in Kenya, Tanzania, Ghana and Southern Sudan. He is also a specialist in Training of Trainers Programs. He participated in the Trainer of Trainers for the Soil Conservation officers of the Ministry of Agriculture in Kenya for over three years where he trained them how to pass on messages to their clients on how to develop well conserved catchments. Dr. Wambiya's research interest is in the area of the education and training programs for excluded children and particularly those in child labor

He has specialization and at most competence in the following particular areas: -

1. Research, Monitoring and Evaluation
2. Capacity Building for Educational Programs
3. Development of Strategic Plans
4. Environmental Impact Assessment
5. Budgeting and Financial Planning
6. Micro and Small Enterprise Development
7. Strategic Project Operations and Management

2. Mr. Mark Okowa, PhD. Candidate, Political Sociology

Title: - Lead Consultant - Strategy

Mark Okowa is a governance and development consultant in Kenya with expertise in the following areas: Facilitation skills, Fundraising and project development, Baseline surveys, Needs assessment and community mapping, Monitoring and evaluation, Right-based Policy Advocacy, Civil Society capacity building, Livelihood support and HIV/AIDS mitigation, Community Engagement and democracy promotion, Peace building and Conflict mitigation. He has recently completed his Master of Arts Degree in

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International Relations and Democratic Politics (Political Science) from The University of Westminster – London (UK) and is currently studying for his PhD in Political Science at The Maseno University – Kisumu Campus

He has specialization and at most competence in the following particular areas: -

1. Research, Monitoring and Evaluation
2. Development of Strategic Plans
3. Environmental Impact Assessment
4. Budgeting and financial planning
5. Micro and Small enterprise development
6. Facilitation Skills
7. Fundraising and Project Development
8. Baseline and End line Surveys
9. Needs Assessment and Community Mapping
10. Rights Based Policy Advocacy
11. Civil Society Capacity Building
12. Livelihood Support and HIV/AIDS mitigation
13. Engagement and Democracy Promotion
14. Peace Building and Conflict Mitigation

3. Mrs. Ruth Dero – MSc. Communication Studies

Title: - Lead Consultant – Leadership

Ruth Dero is a Senior Level Professional in Communication and Public Relations. She holds a Bachelors of Science (B.Sc) Degree from Moi University with a Second Class Upper Division, a Higher Diploma in Public Relations Management from the University of Nairobi and currently pursuing a Masters Degree in Communication studies in Moi University.

Ruth has over 8 years experience in customer care and is very enthusiastic and conversant with the dynamics of Customer care. She is a member with Public Relations Society of Kenya. She has firsthand experience in events management, publicity and Media Relations. Ruth has risen through the ranks and she is currently serving with Asili Sacco as a public Relations Officer.

Ruth has helped many people develop themselves and maximize their potential bringing out the best in them. She has had one to one sessions with a lot of young people, young professionals, university students and church youth groups. Her passion for people is seen in the glow on her face every time you interact with her.

She has specialization and at most competence in the following particular areas: -

1. Training and Staff Development
2. Customer Satisfaction Surveys

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3. Managing Employee Relations and Team Building
4. Public Speaking and presentation skill
5. Effective customer service Management
6. Event Organization & Logistics
7. Corporate Communication and PR
8. Image Design and Publications
9. Documentary production and Brand PR
10. Strategic Communication and CSR (Corporate Social responsibility) Formulation
11. Communication Research & Development

4. Mr. Richard Ayimba Ojoro – M.A.Project Planning and Management (M&E), B.A.Economics, Dip. Marketing (University of Nairobi)

Title: - Associate Consultant

Richard Ayimba Ojoro has worked in a multi-sectoral set up, conducted Operation Research, M&E Advisory and technical support, Capacity Building, Resource Mobilization & Fundraising strategy, liaison and linking government departments with donors/NGOs, technical support to government departments and Program partners (NGOs, FBOs and CBOs) strengthening their capacity and structures to scale up development/economic growth, health services, HIV&AIDS prevention, treatment and care support system and Provided Technical Support in Policy Formulation & Implementation (VAP,SEP and R/DDP documents development and Review) while working with VSO Malawi as a Program Development and M&E Advisor/Specialist,

He has competence in: -

1. Reporting on performance of donor/government funded projects
2. Program/Project planning, management, design, implementation
3. Monitoring & Evaluation, M&E system design
4. Resource mobilization, grant/funding proposal writing
5. Strengthening Leadership Structures of Partner Organizations
6. Project Cycle Management
7. Table Banking
8. Village Saving and Loaning (VS&L)
9. Log Matrix Design and Application,
10. Results Based Management & Result Oriented Monitoring,
11. Research (baseline surveys, situational analysis, mid-term evaluations, end-term evaluation, participatory data collection /analysis and reporting on project performance)
12. Project Budget Development and Management

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5. Mr. Auscar Odhiambo Wambiya – Bsc. Sociology, Dip. Community Development, HDip. Community Development.

Title: - President

Having worked with local and international non government organizations for over 10 years including Center for Education, Population, Environment and Development, Care International in Kenya, ChildFund International in Kenya, TEMBEA Youth Centre for Sustainable Development among others, Auscar brings into the firm unrivaled experience in adult development programming, community project design, implementation, monitoring and evaluation. An Alumni of PREMESE Africa Development Institute and currently a Bachelor of Arts in Social Sciences Student at The Catholic University of Eastern Africa, his participatory skills in project design and execution have proved instrumental in the consultancy work undertaken thus far. Auscar blends his experience with spirituality, himself being a protestant pastor to deliver top notch motivational speaking to college students, school pupils and students, organizational staff among other clients. Auscar has exceptional skills on savings led micro finance having led a three year micro finance project dubbed 'Women Voices' while with Care International in Kenya. He is currently the advisor to The Area Member of Parliament, Alego Usonga Constituency in Siaya County in Kenya on Development Matters and serves at Milestones Consultancy as the Programs Director.

He has specialization and at most competence in the following particular areas: -

1. Report Writing Techniques
2. Behavior Change Communication
3. Management Information Systems for Microfinance Programs (MIS)
4. Micro Finance (Village Savings and Loans)
5. Life Planning Skills for the Youth
6. Selection Planning and Management of Income generating Activities (SPM)
7. Building a Winning Team
8. Project Management Skills
9. Managing Job Stress
10. Strategic Planning Design
11. Money Management Philosophy
12. Personality Formation
13. Micro and Small Enterprise Development
14. Social Action and Analysis for Poverty Alleviation

6. Mr. Job Issacs Wasonga – Msc. Public Health

Title: - Associate Consultant

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Job Isaacs Wasonga is a Public Health practitioner with over 10 years' experience in implementing HIV/AIDS, water, sanitation and hygiene programs in Kenya. During the past ten years he has conducted capacity building to health workers, education officers, head teachers, teachers, community health workers on safe water system, hygiene promotion, behavior change communication, care and support of people living with HIV/AIDS and mentored them on different types of training methodology such as Home Based Care, CLTS, PHAST, PHASE, CHAST, and C-to-C.

He has specialization and at most competence in: -

1. Safe Water System
2. Sanitation and Hygiene Programs
3. Improved water storage system
4. Water Sampling Technique
5. HIV/AIDS Programming
6. Social Action and Analysis
7. Prevention of Mother To Child Transmission of HIV/AIDS (PMTCT) Training
8. Training on Child to Child Methodology
9. Behavior Change Communication
10. Gender Mainstreaming in Programming
11. Sexual Reproductive Health
12. Infant and Young Child

ANNEXES

1. CERTIFICATE OF INCOOPERATION
2. PERSONAL IDENTIFICATION NUMBER
3. CERTIFICATE OF TAX COMPLIANCE
4. YOUTH ACCESS TO GOVERNMENT PROCUREMENT OPPORTUNITIES CERTIFICATE
5. LOCAL BUSINESS LICENCE CERTIFICATE
6. EVIDENCE OF PREVIOUS EXPERIENCE
7. C.V's OF KEY CONSULTANTS
8. CERTIFICATE OF AFFILIATED ASSOCIATIONS

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