

**MILESTONES**

**Strategy, Leadership and Development Consultants**

## CONSULTANCY PROFILE

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**President**

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# INTRODUCTION

**MILESTONES Consultants** is registered with the registrar of societies to engage in the business of offering Research, Strategy, Leadership, Governance and Development consultancy services (Certificate Number CPR/2013/127408)

Milestones are a team of professionals with over thirty years of cumulative theoretical and practical experience in Research, Organizational Capacity Assessment and Training, Leadership, Development Programming and Strategic Planning for Government, Non-Government and Community Based Organizations.

Milestones have previously worked with a myriad of government, national and international organizations in the above-mentioned areas. We have worked with organizations like Red Cross, Care International in Kenya, ChildFund Kenya and World Vision, just to mention but a few, in various programming areas of need including research, training, resource mobilization and organizational strengthening.

Milestones has conducted baseline, midterm and end term evaluations for a number of projects funded by Governments like Baseline Survey and Research on Climate Change Adaptation for The County Government of Kakamega between March and September 2015, Western Tree Planters Association Baseline on Tree Seedlings and Honey Production in June 2023, Kenya Arid Lands Drought Mitigation Measures Enhanced (KAME) Project Baseline Survey between April and June 2015 and Green Water Management and Renewable Energy for Community Livelihood Improvement Project (2022). We have also worked with Care International in Kenya, ChildFund International in Kenya, World Vision in Kenya and Plan International in Kenya on a myriad of economic livelihood programs around Village/Voluntary/Community Savings and Loans dubbed VSL/COSALO and Selection, Planning and Management of Income Generating Activities dubbed SPM/IGA.

Milestones have supported Strategic Planning and Assets Inventory in Lake Region Economic Bloc, Siaya Muungano Network, Siaya Institute of Technology, Bondo Technical Training Institute, Ugenya Technical Training and tens of high schools including Kirongorori, Ugenya, Mwer, Sango Buru, Usula, Siaya Central, Hawinga, Mahola and Kabura High Schools.

We have trained a number of Boards of Management and undertaken Organizational Capacity Assessment for a number of non-government organizations and learning institutions. We have built the capacity of a number of NGOs on Governance, Community Savings and Loans, Social Entreprise and Business Management. We have also helped develop policy documents for County Governments and Assemblies like the Communication Policy for The County Government of Siaya and Social Media Policy for The County Assembly of Siaya.

Milestones has also trained numerous Students’ Councils on Effective Leadership and Team Building Skills including for Alliance and Limuru Girls High Schools, St. Mary’s, School, Yala among several others, middle level colleges like Kenya Medical Training Colleges of Siaya, Machakos and Bondo, Siaya Institute of Technology, Ugenya & Chamasiri Technical and Vocational Colleges, Red Cross Kenya Training Institute and Non-Government Organizations like WeTu, Overcoming Faith and Western Kenya Tree Planters Association.

# VISION

Enlightened communities finding own solutions for own problems using themselves as the main resource.

# 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 OFFFER

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 Review & Re-Design
   18. Money Management Philosophy
   19. Personality Formation
   20. Micro And Small Enterprise Development (Savings & Loans)
   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

1. **Leadership Consultancies** 
   1. Mentorship For Student’s Councils in Secondary Schools, Colleges & Universities
   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

1. **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 Governance, 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
   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

# PROFILE OF CONSULTANCIES SUCCESFULLY EXECUTED

* Facilitated Effective Leadership and Team Building Skills for 36 High Schools across the Kenya including Alliance Girls High School, St. Mary’s School - Yala, Maranda High School, Starehe Boys Centre, Chianda Boys High School, Ng’iya Girls High School, Hawinga Girls High School, Rang’ala Girls High School, Limuru Girls just to mention but a few
* Facilitated 60 staff and Board of Management members of Western Tree Planters Association on Life Skills and Financial Literacy Skills for Organizations
* Facilitated 60 staff and Board of Management members of Overcoming Faith Ministries Group of Schools on Life Skills and Team Building Skills for Learning Institutions
* Facilitated a Team Building and Group Dynamics Training for over 40 Students Representative Council for Siaya Institute of Technology and Staff in April 2023
* Facilitated a Team Building and Group Dynamics Training for over 70 ChildFund International in Kenya Staff in February 2023
* Facilitated a Three-Day Team Building Skills and Interpersonal Dynamics Session for Kenya Medical Training College Staff and Students in December 2022
* Reviewed and Developed The Siaya Muungano Network Organization Strategic Plan (2022 – 2026) in November 2022
* Designed Asset Inventory Register for Siaya Central Secondary School in October 2022
* Designed and Developed The Siaya County Communication Policy for the County Government of Siaya in 2021
* Designed and Developed The Siaya Procurement Policy for the County Government of Siaya in 2021
* Designed and Developed The Siaya County Assembly Social Media Policy of the County Assembly of Siaya in 2020
* Facilitated a three days training for Board of Management Members of Siaya Muungano Initiative on Governance, Leadership and Management in December 2022
* Initiated, Designed and Established Strategic Plans for Mwer High School (2017 – 2022), Kabura Secondary School (2021 – 2025), Mahola Mixed Secondary School (2021 – 2025), Kirongorori Secondary School (2021 – 2025), Hawinga Girls Secondary School (2023-2028), Siaya Muungano Initiative (2021 – 2025), Siaya Central Pre-Primary, Primary and Junior Secondary School (2023 – 2027) and Ugenya High School (2023 – 2027) and Siaya Institute of Technology (2023 – 2027)
* 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 2011for Plan International in Kenyaon **Voluntary Savings and Loans** targeting 50Trainers 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 October 2011for ChildFund Kenyaon **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 (January 2012)Compassion International training on **Infant and Young Child Feeding** Targeting 40Care Givers/ Breastfeeding Mothers at Sawagongo High School
* Facilitated a 3 days (November 2012) ChildFund Kenya training on **Selection Planning and Management of Effective Management of Income Generating Activities** targeting 30 Trainers of Trainees (TOTs) at Farm View Hotel, Busia

# MILESTONES MANAGEMENT STRUCTURE

**PRESIDENT**

**–**

**Mr.**

**Auscar Wambiya**

**.**

**LEAD**

**CONSULT**

**ANT**

**-**

**STRATEGY**

**-**

**Mr.**

**Jared Buoga**

**LEAD CONSUL**

**TANT**

**-**

**LEADERSHIP**

**–**

**Mrs.**

**Ruth Dero**

**LEAD**

**CONSULTANT**

**-**

**DEV**

**ELOPMENT**

**–**

**Peter Aduda**

**PROGRAMS**

**ADMINISTRATOR**

–

Phill

ip Ofafa Otolo

**ASSOCIATE**

**CONSULTANTS**

**ASSOCI**

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**CONSULTANTS**

# PROFILES OF KEY CONSULTANTS

* 1. **Mr. Auscar Wambiya – President**

Auscar has a Master of Arts Degree in Development Studies and a Bachelor’s degree in Social Sciences both from the Catholic University of Eastern Africa both of which have adequately prepared me for related assignments that require effective skills in Strategy, Leadership, Team Building, Development Programming and Public Communications. He has separately been trained by various Government and Non – Governmental Organizations on a series of short courses with a bias on Research, Leadership, Strategy and public communication. Auscar a strong bias for written communication expertise having been trained in special skills for writing "Most Significant Change" stories but Auscar works well with other communication specialists in videography, photography and branding. Auscar currently runs a consultancy firm, Milestones Consultants, that helps organizations with skills in Research, Strategy, Leadership, Team Building and Development.

Auscar has served Kenya’s civil service and non-governmental organizations for about 20 years now, which has prepared him well to undertake the duties and responsibilities related to any assignments that require Research, Strategy, Leadership, Development, Public Relations and Communication Skills. His last civil service assignment as the Chief of Staff and the Director of Communications in the County Governemnt of Siaya saw him gain experience in research, resource mobilization and public relations and coordination of various individuals, entities and departments much required for related assignments. Auscar also brings into the assignment extensive experience in participatory data collection methods using mobile phone technology for data collection, monitoring and reporting, strong analytical skills and ability to clearly synthesize and present findings, draw practical conclusions, make recommendations and to prepare well-written reports in a timely manner. He has previously worked with Care International in Kenya and ChildFund International in Kenya in various economic livelihoods programs aimed at training community groups and households on Voluntary/Village Savings and Loans (VSL) and Selection, Planning and Management (SPM) of Income Generating Activities (IGAs) which will be useful in this exercise.

* 1. **Mr. Jared Omondi Buoga – Lead Consultant - Strategy**

With a Master of Science in Geo-information Science and Earth Observation for Natural Resources Management from ITC – University of Twente, The Netherlands and another Master of Science in Climate Change Science from the University of Nairobi, Jared is best qualified to lead this assignment. He possesses over 20 consecutive years in natural resources management, ecosystem restoration, on-farm and off-farm applied research and development. Jared also brings in-depth knowledge and understanding of application of remote sensing data and use of GIS to analyze resource conflict, undertake pasture resilience, vegetation monitoring and resource mapping into this exercise. He has over 10 years professional experience in development of climate change mitigation projects – carbon crediting for energy-efficient cookstoves, forest, renewable energy (small hydroelectricity power generation). Jared also has proven experience in working with county governments structures in influencing policy and capacity strengthening and program design, project cycle management, strategic planning, log frame analysis apart from in-depth knowledge in Participatory policy and rural appraisal. Overall, Jared has a minimum of a master’s degree in Climate Change/Disaster Risk Reduction/Social science/community development or related field, a minimum of 5 years’ extensive experience in carrying out comprehensive evaluations or similar assignments, good understanding of Climate Change, Disaster Risk Resilience, Food security and Livelihood interventions, disability and gender inclusion, and age among vulnerable populations in Kenya, all of which are key requirements for this assignment

* 1. **Mrs. Ruth Dero – Lead Consultant - Leadership**

Ruth Dero is a Senior Level Professional in Communication and Public Relations. She holds a Bachelor’s 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 Master’s 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 areas of Training and Staff Development, Customer Satisfaction Surveys, Managing Employee Relations and Team Building, Public Speaking and presentation skill, Effective customer service Management, Event Organization & Logistics, Corporate Communication and Public Relations, Image Design and Publications, Documentary production and Brand Public Relations, Strategic Communication and CSR (Corporate Social responsibility) Formulation, Communication Research & Development

* 1. **Peter Aduda – Lead Consultant - Development**

Peter has Master of Arts Degree in Social Policy from Maseno University, a Diploma in Project Management from Kenya Institute of Management and a Bachelor’s Degree of Arts in Sociology & History. Peter has over 15 years’ experience working with civil society, communities, the public and private sectors on issues of social justice and human rights, governance, citizen participation, accountability, community organizing, social research, policy formulation and implementation. He has also been actively involved in building the capacity of citizens and organizing them to actively participate in public decision making and in shaping the policy environment that enhances community wellbeing through systems and structures that promote transparency, collective accountability and dignified living. Peter’s work has been with communities in both rural and urban in various programmes tailored to protect and promote human rights as well as rally efforts geared towards ensuring that policy declarations are matched with practical steps to address issues that concern the marginalized and vulnerable members of the community.

Peter have worked with different organizations and donors (such as the Bernard Van Leer Foundation (BvLF) and Netherlands Embassy, Swedish Cooperative Centre, Sida, EU, DfID and OSIEA and as well worked with agricultural, fishing and pastoral communities and counties across Kenya in institutionalizing Social Accountability in Devolved Governance. He has acquired relevant post graduate trainings & experience key among which include a Master Trainer on mainstreaming Psychosocial support and care, community conversations, Governance, as well as community organizing; mainly involved in Community Entry Processes, training and Facilitation, stakeholder engagement and citizen participation.

He has served as a Board of Management (BOM) Member - Kanyamedha Secondary School (Kisumu) March 2022 to date. Peter has undertaken several key consultancy work including as a Co-Consultant/Trainer Lead for the County Government of Kisumu on Ethics and Integrity Training for Kisumu County Inspectorate & enforcement, Community Initiative Action Group on the Journey of Life Community conversation training targeting parents/guardians, center staff & management committees to meet basic needs of OVC. He also consulted for Community Initiative Action Group (CIAG) on corporate transformation focusing on conflict. He was also a Co-Consultant (Technical Expert) for Kilifi County on diversity management, transformational and strategic management, good governance, integrity and ethics, Board Management and CEO relationship

Peter did Final Evaluation for Child Protection mechanisms in the Coastal Kenya (Dialogue and Action Project Phase III for Catholic Relief Services (CRS), Tracking Health and Education budget allocation and utilization in Siaya County for the period (2013-2017) for Community Initiative Action Group (CIAG) and another training on resilience building and positive communication for enhanced engagement among the youths for the same organization. Peter has also worked with the County Government of Turkana & Mercy Corps on a consultancy on formulation of Community Policing Policy. Peter consulted for Plan International in Kenya on Psychosocial Care and Support Training for selected Community Based Organizations leaders for the well-being of children Women Action Forum for Networking Looking at the Nyanza Communities’ beliefs and practices with gender equality and human rights lenses. Peter therefore brings great experience and capacity to this assignment.

* 1. **Dr. Paschal Achatch – Consultant – Associate Consultant, Education Research**

Dr. Wambiya is a programme management specialist who has worked with International Labor Organizations and managed various programmes regionally and in Kenya. He is also a specialist in programme design, assessments, teacher training, proposal writing and research. He has hands on experience in project management, budgeting, fund raising, Monitoring and evaluation, e-learning, service learning, and basic research, appraisal (project and Human Resource). Dr. Wambiya is widely travelled and works very comfortably in a multicultural environment. He is widely published on education in various journals and he has also done wide writing that is unpublished. Dr. Wambiya has conducted various consultancies with International Non-Governmental Organizations in Kenya and beyond focusing on research, education and child protection. Currently, he works as a Senior Lecturer at Catholic University of Eastern Africa (CUEA) in Nairobi, Kenya and holds a PhD 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. He has worked at the Curriculum Development Centre in Kenya known as the Kenya Institute of Curriculum Development (KICD) for 9 years where he developed and evaluated many education programmes. Paschal possesses proven experience in participatory and results-based M&E knowledge and practical experience in quantitative and qualitative research methods, have led in at least five participatory assessments, has great experience of conducting Baseline, End line, Midterm evaluations monitoring and assessment work in the target or similar communities. Paschal also has high level of professionalism and an ability to work independently and in high-pressure situations under tight deadlines, strong interpersonal, facilitation and communication skills. He also brings into the exercise statistical abilities to analyse quantitative and qualitative data.

* 1. **Mr. Erick Ogenga – Associate Consultant - Governance**

With experience gained as the clerk to the County Assembly of Siaya, Erick brings to this training a rich background of offering legislative and procedural advice to Assembly leadership, legislative research, policy development and policy analysis, drafting of legislative statements, motions, and petitions, analysis of legislative bills, capacity building of institutions and institutional managers – designing capacity building programs and coordinating their delivery, assessments and certification, managing training programs, training and teaching, lecturing finance courses at University/College level, development of strategic plan and other management models and development of performance management frameworks. His other experiences with statistical analysis and presentation of reports and overall supervision of Assembly Committee Activities will be useful for the planned training sessions.

* 1. **Mr. Mark Okowa – Associate Consultant - Governance**

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 International Relations and Democratic Politics (Political Science) from The University of West Minister – London (UK) and has a PhD in Political Science from Maseno University – Kisumu Campus.

He has specialization and at most competence in the areas ofResearch, Monitoring and Evaluation, Development of Strategic Plans, Environmental Impact Assessment, Budgeting and financial planning, Micro and Small enterprise development, Facilitation Skills, Fundraising and Project Development, Baseline and End line Surveys, Needs Assessment and Community Mapping, Rights Based Policy Advocacy, Civil Society Capacity Building, Livelihood Support and HIV/AIDS mitigation, Engagement and Democracy Promotion, Peace Building and Conflict Mitigation.

* 1. **Phillip Ofafa Otolo – Programs Administrator**

Phillip has a Bachelor of Science in Communication and Media Studies (2017-2021) degree from Rongo University. He currently works as the Programs Administrator at Milestones Consultants where he is involved with scheduling of consultancy assignments, design and development of marketing content, management of mainstream and social media accounts, follow up with clients on needs and assignments, report writing and presentation, documentation of assignments including training events, liaison with partners and stakeholder engagement among any other roles assigned by the Team Leader. He has competencies in editing and formatting photos and videos for social media and web, Photo, video and audio editing, Photography and videography, Info graphics, Maintaining digital media archives (photos and videos), Assisting and closely monitoring short and long-term objectives for photography and videography.