**SOBIA HUSSAIN**

H# 325/1, St. 13-A

Sector 1, Airport Employees Housing Scheme

Rawalpindi

Home: 051- 5954414, e-mail: [hussainsobia@hotmail.com](mailto:hussainsobia@hotmail.com)

**PROFILE:** Decisive, resourceful and self-motivated professional. Recognized for developing and implementing innovative responses to a broad array of stakeholder needs. Proven ability to apply strong interpersonal skills, limitless energy and enthusiasm to ensure timely and appropriate responses are made.

**Qualifications include**:

Public relationing Research Development

Organizational & Communication Skills Government & Community Liaison

Management & Administration Report Writing and Business Plan

**EDUCATION:**  York University**,** Osgoode Hall Law School

**LLM** (Masters in Law) – Sept 2012 – Aug 2014

Major Research Paper: Legal Pluralism in Pakistan – To study the efficacy of State law in context to Islamic and Customary law.

University of Toronto/OISE

**M.Ed** (Master in Education, Adult Education and Community Development) – August 2010

Research: A qualitative study on the “help seeking barriers experienced by the abused South Asian immigrant women.”

**PROFESSIONAL: Center of Feminist Research,** York University Member, Director Search Committee 2013 -14

**EXPERIENCE** **Glen Oaks Co-op,** Board of Directors (May 2009 – Oct 2013)

Oakville, ON

Elections Commission Canada

Oakville, ON (2007)

Deputy Returning Officer, Election Commission Canada

The Asia Foundation

Islamabad, Pakistan (Jan 2005 to Dec 2005)

**Program Officer- *The Asia Foundation, Islamabad***

Effectively managed 68 Education (teacher training, adult basic literacy, public private partnership and policy planning) grants in all the four provinces of the country. Monitored and Evaluated 51 grants in the interior parts of Pakistan by traveling extensively for three months. Delivered the Monitoring & Evaluation reports including extensive data within timelines. Built strong relations with the donors and grantees and other agencies at ‘The Asia Foundation’. Ensured proper grants progress by analyzing the monthly narrative and financial reports and providing technical assistance where required. Ensured the timely disbursement of funds to partners. Trained the ‘The Asia Foundation’ staff on donor requirements for monitoring and evaluation tools.

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Aga Khan Foundation Pakistan

Islamabad, Pakistan (Nov 2003 – Dec 2004)

# Assistant Program Officer, Education – Aga Khan Foundation Pakistan

Managed the grant for the Aga Khan University – Institute of Educational Development. Regularly reviewed and monitored program activities, including analysis of budget utilization andassisted the Education team in the planning and co-ordination of internal and external monitoring and evaluation missions by interviewing participating stakeholders, scanning the reports and visiting the project area. Prepared budget, financial and narrative papers for the annual AKF (P) budget process with the assistance of the Program Manager, Education and Manager, Finance. Ensured timely disbursement of funds and submission of financial and narrative reports from partners; ensured timely flow of reports to donors and AKF agencies.

Socio- Engineering Consultants (SEC)

Islamabad, Pakistan(Aug 2003 – Nov 2003)

**Consultant – SEC Islamabad, Pakistan**

As a consultant supervised and travelled with a team of 18 field surveyors to Azad Kashmir, Pakistan for the conduction of a baseline survey. We collected data from some 91 villages covering a sample of 920. As a team we worked under hard conditions (no electricity and heating water facility in low temperatures. Gathered sample from the areas directly under the fire range from Indian Held Kashmir. I worked hard in maintaining the surveyor’s motivation high under difficult working conditions and effectively solved problems encountered by the team members and took timely decisions when required

#### Department of Education, Science and Technology, Australian High Commission, Islamabad

Islamabad, Pakistan (March 1999 – June 3003)

**Education Adviser – Australian High Commission, Islamabad**

Undertook marketing and promotional activities for the Australian education in Pakistan. Prepared briefings arranged and participated in presentation on Education and training opportunities, in Australia, studying market trends and opportunities. Developed and circulated promotional material such as brochures, leaflets and advertisements to promote interest and attraction for Australian Education and Training System in Pakistan. Undertook generic promotion conducting seminars in different educational institutions for marketing and dissemination of information on behalf of DEST (Department of Education Science and Technology).Liaised with representatives of Australian Education and Training Institutions visiting Pakistan to advise them of market trends, and other generic issues of relevance. Liaised with Pakistan Government ministries, educational and training institutions to monitor important policy development and shifts in the educational sector. Prepared written correspondence and responding to day-to-day inquiries. Developed business plan and extended the promotions to other major cities of the country apart from the capital Introduced new chapters to the Australian Alumni Association and organized activities and events with the Association. Worked as Editor with the Australian Alumni Association for their quarterly newsletter “BRIDGE”.

**RESEARCH AND**

**DEVELOPMENT Qualitative Research:** As part of my M.Ed (Masters in Education) I took courses on qualitative research (two terms) where I had the opportunity to learn, not only the different qualitative research methods, but also conducting qualitative research. I also took yearlong courses on qualitative research methods and analysis as part of my LLM (Masters in Law) program.

My Major Research Paper for the LLM (Masters in Law) analyzes the efficacy of state or formal law in context to Islamic and customary law. The paper is divided in three major parts; first part identifying and explaining the customary, religious (Islamic) and state law as three legal traditions in Pakistan. Second part dealt with the status and scope of the Islamic and customary law, focusing on the conflicts between the three legal traditions. Third and last part focused on the challenges faced by the state law from the customary and Islamic law.

As part of Qualitative Research courses (Part I and II for a year) during my M.Ed, I conducted a research titled as “Help seeking Barriers for South Asian abused immigrant women”. I interviewed some seven professionals working with different women agencies in and around Toronto with South Asian abused immigrant women. The purpose of the research was to explore the experiences of the professionals working with the abused South Asian immigrant women and to identify the understanding of these staff towards the barriers experienced by these women in seeking formal help.

I graduated as Junior Research Scholar from Quaid-e-Azam University, Islamabad as part of the study program I conducted a research titled “Domestic Violence: Myths and Realities”; the first documented research on the domestic violence in Pakistan. The main objective was to study the phenomena of domestic violence and its various forms prevalent in the society. For this purpose a four point rating scale-carrying statements covering five forms of violence i.e. physical, emotional, social, sexual and economic was prepared. The scale was administrated on a sample of 115 married women, 57 working and 58 non-working. Data gathered was analyzed by using t-test and content analysis technique.

As a consultant arranged a team of 16 people to conduct a baseline survey in Azad Kashmir, Pakistan. I was involved in the development of the questionnaires, recruitment of the research team, writing ToRs and guidelines for the researchers and implementation of the study. We covered almost 91 villages interviewing 920 respondents in the seven districts of Azad Kashmir. I traveled with the team and handled day-to-day problems with the questionnaires, data collection and other related issues

**ADDITIONAL** Bahria University of ComputerScience and Management and Preston University, Islamabad

**QUALIFICATION:**

**Visiting Faculty (part time University Professor)**

Taught BBA students the subject (Bachelor of Business Administration) “Logic” and Effective Communication. (2000)

Taught the subject “Statistical Analysis” to the Masters students of Psychology at the Government Postgraduate College for Women F-6/1 Islamabad. (1998 – 1999)

Ministry of Community and Social Services, Ontario Disability Support ProgramBurlington, Ontario (2007)

**COMMUNITY Director,** Board of Directors at the Glen Oaks Coops 2009 – 2013

**SERVICE: Director,** Board of Directors at the SAVIS (Sexual Assault and Violence Intervention Services, Oakville) 2008

**Voluntee**r Women’s Centre, Oakville 2008

# Training Courses and Workshops Attended

* Job Finding Club, Sheridan College, Oakville Canada 2007
* Mentoring Program, Sheridan College, Oakville, Canada 2007
* Skills in Administration, Pakistan Institute of Management 2003
* MS Access 97, Australian High Commission, Islamabad 1999
* Gender Workshop, KZR 2002
* Decision Making and Time Management Workshop, IMDC, Islamabad 2000
* Three weeks Conference in Australia on Australian Education and Training Systems 2001
* Women in Management, British Council, Islamabad 2001
* Training in India, Australian Education Adviser Program 2000
* The Management, Leadership and Finance for Non Finance, LUMS, Lahore 2004