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Maliha A. Kabani

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Objectives

*Provision of sustainable solutions for development at grass-root levels through innovations in education for provision of Education to All children.*

Experience

###### **Monitoring and EMIS Expert (Consultant)**

**Deutsche Gesellschaft für Internationale Zusammenarbeit- GIZ**

*May 8- Present*

***Goal:*** To improve the overall monitoring through use of statistical reporting and monitoring (including analyses) in the ICT Education system and to develop a concept for strengthening the EMIS with a view to its institutionalization as a cell/unit within the CA&DD or FDE (as agreed with the CA&DD).

Key responsibilities include

1. Action plan through effective coordination with planning team and stakeholders to operationalize EMIS Cell
2. Architecture/ layout of IEC (Information Education and Communication), SOPs and Awareness strategy
3. Develop ESP Monitoring Mechanism and advice on implementation of monitoring mechanism

Experience

###### **Education Manager**

Children in Cotton Program

**Save the Children**

*July 2012- May 2014*

***Goal:*** The project aims to create an enabling environment where all children in cotton growing districts (currently Muzaffargarh, Punjab and Sanghar, Sindh) of Pakistan can exercise their right to a healthy and secure childhood and access to education.

***Role:*** The project aims to strengthen education system building capacity of government departments in Education Planning and Management.

Being Education Manager I’m leading the Education Component of the program and reporting to Director. Key responsibilities include

* Support in proposal development for phase II
* Liaison with government departments for their input on proposal development
* Piloting innovative Online School Based EMIS through Reforms Support Unit (RSU), Education and Literacy Department Sindh
* Training of DEMIS staff in collaboration with AEPAM through EdLinks on Education management and planning.
* Provided technical support in development of project based MIS
* Provide leadership in designing and implementing education interventions through engaging partners. Currently two Training Coordinators are directly reporting to me and partner’s staff on education is in technical reporting line including education officers, education promoters and accelerated learning teachers.
* Lead process of course development and assessment system development for Accelerated learning program including databases.
* Annual plans, budgets, monthly tracking of project targets, and proposal development for liaison and next phase.
* Key focal person for coordination with provincial education departments, reforms support units, education foundations, education management information system and district education departments
* Explore areas of collaboration with other stakeholders and partnership with government for implementation, sustainability and replication of education interventions.
* Explore innovations that can strengthen education system as example piloting school based Education Management Information System with support of RSU, Dept. of Education and Literacy Sindh.
* Support Director Project in strategic planning regarding education interventions

###### **Education Coordinator/ Officer**

Children in Cotton Program

**Save the Children**

*March 2010- July 2012*

***Role:*** The project aims to strengthen local community for sustainable development through transforming their regions into child friendly villages. The project strategy ask for effective children participation and encourage child-led initiatives for finding solution to prevailing problems and implementation of those solutions through community participation. The whole project revolves around child as focus, and all interventions support provision of children rights to all children in communities. Being Programme Officer for Education component of the project, my core responsibilities include:

* Develop action plan for children participation in all project interventions of education component
* Ensure child-led initiatives must be encouraged and supported
* Support implementing partner in mobilizing organized children clubs to develop School Improvement Plans (SIP), decide priorities, find low-cost solutions, monitor implementation of SIP by School Council
* Support in implementation of Accelerated Learning Program and mainstreaming of children based on assessment system
* Directly interact with children clubs and support in development of their action plans
* Support project team in monitoring of activities and whereas needed support implementing partner through on-going mentoring

###### **Learning Resource Center Specialist ( April 09’)**

Save the Children UK/ Water, Environment and Sanitation Society (WESS)

***Area:*** District Quetta and Qilla Saif Ullah (Baluchistan province)

***Implementing Partners:*** Water, Environment and Sanitation Society (WESS)

***Donor Agency:*** United States, Department of Labour

***Lead Agency:*** **Save the Children UK**

***Goal:*** Mitigating Child Labour through Education Provision (MCLEP), to ensure children are protected from hazardous forms of labour and exercise their right to quality education

***Role:*** Water, Environment and Sanitation Society (WESS) has supported as local partner in Baluchistan for project implementation. I worked directly with WESS for establishment of LRC in the project area. Major tasks involved:

* Assessment of Children’s reading ability in local language, Urdu and English
* Develop implementation strategy through close coordination with implementing partner
* Conduct SWOT analysis of the project with implementing partner and conduct training of stakeholders
* Develop Project Performance Management System (PPMS) including templates for Result Based Management System (RBMS) for partner facilitation to monitor project performance
* To support implementing partner in advocacy and dialogue with education department to support the intervention and ensure sustainability

###### **Consultancy on “Effective utilization of Learning Resource Centers” (Dec 08’)**

Save the Children UK

***Area:*** District Peshawar and Kyber Agency (Khyber Pakhtoon Khawa- KPK province)

***Implementing Partners:*** CMDO

***Role:*** CMDO has supported Save the Children UK as local partner in KPK, as implementing partner for successful implementation of the intervention, in high risk areas as Jamrood agency where commune is very hard due to militancy. Being consultant on the project I travelled to the region and worked directly with local partner to achieve following tasks:

* Conduct Knowledge, Attitude, Practice (KAP) study to access prevailing reading culture within schools and stakeholders
* Capacity enhancement of implementing partner in effective implementation of developed strategy paper and monitor utilization of LRCs.
* Identify more resources needed for LRCs strengthening and support in provision of equipment directly to the implementing partner
* Provide on-going support to implementing partner through use of technology including email and discussion forums as ning

**Communication specialist on Local Government System (2005-2007)**

Decentralization Support Programme (DSP)- Asian Development Bank and Alif Laila Book Bus Society

***Area:*** Across Pakistan including all districts

***Implementing Partners:*** Alif Laila Book Bus Society-ALBBS (Lahore), Decentralization Support Programme (Islamabad)

***Goal:*** To conduct an awareness campaign about ‘Role of Citizen’s in Local Governance’ , to handle the governance issues at grass root implementation level.

***Role:*** In reference to TA1 (Technical grant for enhancement of local government system), Asian Development Bank, Decentralization Support Program, awarded a grant to ALBBS to conduct an awareness campaign about *‘Role of Citizen’s in Local Governance’* , to handle the governance issues at implementation level. The advocacy campaign was comprised of seminar/workshops, art competition, development of a book, a series of posters and calendar. My work included:

* Support the material development in reference to project and dissemination of project material across Paksitan to more than 1000 partners including NGOs, INGOs, Govt. bodies, Institutes and others
* Liaison with different organizations including academic institutes, government departments and local bodies across Pakistan for their participation and feedback
* Assist in partnership locally and nationally with stakeholders both in public and private sectors.

**Campaign Manager on Environment Protection (2006-2007)**

Innovation through Poverty Reduction (IPRP), a project of Swiss Development Cooperation (SDC)

***Area:*** Swat, Buner, Madyan (Province KPK) and Chitral

***Implementing Partners:*** Alif Laila Book Bus Society-ALBBS (Lahore), IPRP (Swat)

***Donor Agency:*** Swiss Development Cooperation (SDC)

***Goal:*** Campaign to preserve and promote awareness about diminishing medicinal and aromatic plants(MAPs) in Swat, Buner, Madyan and Chitral .

***Role:*** IPRP (Innovation through Poverty Reduction), a project of Swiss Development Cooperation (SDC) initiated a campaign to preserve and promote awareness about MAPs (medicinal and aromatic plants) in Swat, Buner, Madyan and Chitral in 2005. The project was implemented with support of Alif Laila Book Bus Society to develop research based awareness package meant for diverse target audience ranging from school going children to women working in fields for herb picking. My role included:

* Ensure effective implementation of project activities as agreed and provide technical support as required
* Liaison with diverse stakeholders and partners
* Develop project reports as per donor requirement and training modules

**Senior Programme Coordinator**

**Alif Laila Book Bus Society**

**May 2003- July 2008**

As Sr. Programme Coordiantor at Alif Laila Book Bus Society ( a non-government, non-profit organization (NGO) working since 1978), my major job responsibilities include:

* Liaison with government/ non-government organizations, cooperate agencies and International Donor Agencies (ie. Asian Development Bank, USAID, Save the Children (UK) and Save the Children (USA)
* Pioneer members of Pakistan Coalition for Education
* Coordinating miscellaneous projects and activities with special attention on risk handling
* Coordinating in-house and nationwide activities of the organization
* Project planning, proposal writing (include budgets) and preparing project completion reports
* Monitoring and evaluating current projects and day-to-day activities
* Human Resource Management : Team management and capacity building of the staff
* Assisting in searching means for the financial sustainability of the project
* Staff Recruitment
* Assign work and evaluate work-output of Interns

**Honorary Lecturer and External Examiner, Government College of Home Economics, Gulberg, Lahore**

**October 2005 -Present**

* Honorary faculty member of the Related Art Dept. for History of Art.
* External examiner of research reports and Art Education. (Masters Degree Programme)
* Judge: Intercollegiate Pastel Drawing Competition

###### **Public Speaking in Events for Youth**

Conference on Frontiers of Information Technology (16 – 18 December, 2009)

*Topic:* [E-Learning Solutions for provision of standardized primary education in developing regions of the world to reach "Education for All" (EFA) Goals and Targets(MDGs) towards Sustainable Development](javascript:void(0))

DICE: Digital Innovation Competition & Exhibition (23 – 24 December, 2009)

*Topic:* Digital Revolution Opening Channels through E-Learning for Sustainable Development: Paradigm and Strategy

IGF: Internet Governance Forum, Sharm El Sheikh, Egypt (15– 18 November, 2009)

*Workshop 305:* Sustainable Capacity Building for Internet Accessibility Public Policy Development

*Workshop 164:* Partnership in Action: International Examples of Good Practice

Education

2008

##### Diploma in Language and Diplomacy, Diplo Foundation, Switzerland

2007

MS in Education Leadership and Management (Quit Program after 1st semester due to change of station)

Kinnard College Lahore

2001 – 2003

##### M.Sc Related Art

Major Subjects: Child Development through Art Education, Graphic Communication,

##### Class Position: 2nd Div: 1st (71 %)

##### University of the Punjab, Government College of Home Economics, Gulberg, Lahore. Pakistan

1995-1999

BSc. Home Economics

Major Subject: Child Development, Education, Statistics

##### University of the Punjab, Government College of Home Economics, Gulberg, Lahore. Pakistan

Skills

ENGLISH LANGUAGE

IELTS Band 7.0

COMPUTER EDUCATION

2001 (February –November)

##### Development of Admission management system in Access and VB

##### Diploma in Java Language Class Position: 1st Marks: 82%

Certificate in Adobe PhotoShop, Macromedia Flash

1999-2000

##### Diploma in Computer Sciences with distinction from Lahore board of technical education

Development of database in Access

**PUBLICATIONS**

***E-Learning Research Model for provision of standardized primary education***

The research paper was developed through use of social media tools with input from diverse stakeholder group. The paper was presented in international conference ‘DICE’ and ‘FIT’.

***Strategy Paper (2009 – 2010) for Effective Utilization of Learning Resource Centers Established in Baluchistan and NWFP under MCLEP by SCF-UK*** : The paper included background study, desk review, SWOT analysis involving stakeholders, assessment of prevailing reading culture among students and teachers in the selected schools, teacher training manual, findings of the training event, road-map of activities for schools to integrate LRCs in their existing school system and recommendations for maximum effective utilization of the project. Further a comprehensive Project Follow-up and Monitoring Mechanism was developed through application of various techniques including Performance Indicator, Formal Surveys, Rapid Appraisal Method and others.

***Citizen’s Role in Local Government: Book*** to increase citizens’ participation in Local Government System. Sponsored by The Decentralization Support Programme Government of Pakistan/Asian Development Bank

***Posters on Local Government System*** to raise awareness among citizen’s on local government system in reference to their role resulting good governance practices Asian Development Bank, Decentralization Support Program support to Ministry of Finance, Government of Pakistan

***Daily Lesson Plan Document*** that was implemented by **Child Care & Research Center (a government organization supported by UNICEF)** in government schools located in sub-urban and rural communities in 2001.

***Art Manual and designed Art Kit*** for children of ages 8 and above. The kit is designed in a manner to utilize art as therapeutic measure for trauma handling.

***Instructor’s Manual*** for project ‘Developing educational package for locals of district Swat, Buner and Madiyan to raise awareness about medicinal and aromatic herbs conservation’.

***Dabloo Ki Kahani: an audio CD Rom on Tetra Pak carton recycling:*** Prose/Rhyme writing (in Urdu and English language). The project was supported by TetraPak Pakistan.

***Analytical study of Propaganda Poster Designing in relation to social consciousness against drug abuse in Pakistan:*** Published a research thesis on Graphic Communicationas a part of MSc Programme. This is the very first research on this topic in Pakistan. The research paper scored 77.5% marks and declared as one of the two best research works conducted by the department during the last half-century.