**Resume**

SHABNAM BALOUCH

I am a development professional and have a sound experience of 9 years in this field in different areas in different roles. I am a regular columnist in leading English newspaper Dawn and daily Kawish newspaper. I also host and participate as an expert in various talk shows on TV channels

My professional work experience and expertise involves Monitoring & Evaluation, Governance monitoring, Democracy & Good Governance, Education, Early Childhood Development, Teachers’ Development, Gender, Training & Capacity Building, Curriculum Development, Awareness Raising on Right Based Issues, Human Rights, Advocacy, Research, Humanitarian Work, and Reporting & Documentation. I have widely traveled throughout Pakistan especially in Sindh and Balochistan provinces during my field work. Reading is my passion and I love to work in challenging environment.

I have worked with a large variety of different communities including rural communities of remote areas, disaster victims, women groups, civil society organizations, government agencies, national and international organizations, political parties, policy makers, donors and many others.

I believe in gender equity and equality for it is a real mean for a right based society. I strongly believe in realizing all my potential by working SMART in a SMART direction.

**EDUCATION**

* + - 2007 Monash University, Australia

Post Graduate Diploma (Counseling)

* 2005 Plymouth State University, New Hampshire State, USA

Diploma in Teaching

(English as a second language, Teaching Mathematics & Community Education)

* + - 1999 University of Sindh, Jamshoro

Master in Education (M.Ed.)

* 1998 University of Sindh, Jamshoro

Master in Economics

**PROFESSIONAL WORK EXPERIENCE**

**Feb 2012 to date**

**Provincial Manager Disaster Preparedness and Response in Strengthening Participatory Organization**

**Jun 2011 To Jan 2012**

**Indus Resource Center (IRC) as Program Manager Supporting Transparency, Accountability & Electoral Processes in Pakistan (STAEP) Project of FAFEN**

IRC is a right based organization which is working in 8 district of Sindh. IRC’s work contributes directly towards all seven MDGs : Eradicate Extreme Hunger and Poverty; Achieve Universal Primary Education; Promote Gender Equality and Empower Women; Reduce Child Mortality; Improve Maternal Health; Combat HIV/AIDS, Malaria and other diseases and Ensure Environmental Sustainability. However, its primary focus is on the first three MDGs.

My work in IRC involves;

* To manage the and implement STAEP project in 6 districts of Sindh
* To develop strategic plan based on result based approach to achieve the Project goal
* To develop district level advocacy plans on governance issues and develop a strategic plan to mobilize and engage citizen groups to initiate these plans
* To analyze systems of Public Institutions through constant monitoring and feedback to the concerned authorities
* Governance Monitoring of Public Institutions like primary health care units including BHUs, RHCs, THQs, Dispensaries etc, Coordination with district health department for district health statistics, Police Stations, District Courts, District Education Department including schools at primary, secondary and high schools and all Federal & Provincial departments at district level
* Engagement with elected representatives and political parties
* Capacity building of staff and Citizen’s groups
* Develop quarterly reports for the donors (both narratives & Financial)
* Monitoring and Evaluation of the processes as per LFA & Result Frame Work
* Provide qualitative and quantitative reports to donors
* Provide Monitoring reports to donors

**Jan 2011 To May 2011**

**International Relief & Development (IRD) as Provincial Monitoring & Evaluation Officer**

IRDis ahumanitarian organization which is working in more than 40 countries around the globe. IRD provides cost-effective relief and development programs through their implementing partners. IRD is currently implementing the **Emergency Response to Flood Affected districts** in 5 districts of Sindh i.e. Kashmore, Jacobabad, Shikarpur, Thatta & Dadu. My role in IRD on this capacity is to;

* Monitor and evaluate the quality of project deliverables in all five project districts of Sindh and produce reports for donors
* Monitor & evaluate emergency relief interventions by the partner organizations with reference to gender perspective
* Provide technical assistance to the Implementing Partners in the implementation of project
* Ensure smooth implementation of the Livelihood interventions i.e. Cash For Work
* Prepare field reports and situation assessment reports
* Prepare Case Studies of IDPs with specific focus on impact of project activities
* Prepare field visit plans and monitor WASH and other project related activities

**Jan 2010 – to Dec 2010**

**Strengthening Participatory Organizations (SPO) as ME&R Specialist at Hyderabad Office**

SPO is a rights based organization which believes in bridging the capacity gap of right holders and duty bearers. It’s out come based monitoring framework is a comprehensive system which also deals with gender analysis and environmental effects of the interventions. I have been a gender focal person throughout my employment period. My position involved;

* Quarterly result based monitoring and providing technical assistance to all SPO partners including Community Based Organizations, Civil Society Networks, Women Organizations, Steering Committees of Political Parties and mid level NGOS in all 7 districts of SPO program.
* Help the partner organizations and other stakeholders to review and revise their policies and make them gender friendly
* Capacity building of the partner organizations in gender mainstreaming, gender based violence and other critical concepts regarding gender gap etc
* Analyze the national policies with gender point of view and help the partner organizations and other stake holders to hold policy dialogues and develop recommendations
* Help in strategic planning of partners
* Provide technical assistance to partner organizations in developing better livelihood interventions
* Help in devising advocacy plans of partner Civil Society Networks
* Provide technical assistance to the partners in program implementation
* Gender and environment assessment of all interventions of SPO partners including policies and procedures
* SWOT analysis of the partners
* Documenting case studies
* Documenting best practices and case stories of the partner organizations and CSNS
* Preparing monthly and quarterly monitoring reports
* Analyzing monthly and quarterly program progress reports
* Frequent review of LFA indicators for progress tracking

**May 2009 - December 2009**

**Strengthening Participatory Organizations as ME&R Officer at Hyderabad Office**

The work involved;

* Quarterly monitoring of activities and processes of all partners of SPO in its 7 districts
* Provide need based support to partners during field visits
* Help partners to develop/improve their monitoring frame works and systems
* Gender and environment assessment of all the activities of partners
* SWOT analysis of the partners
* Documenting best practices and case stories of the partner organizations and CSNS
* Preparing monthly and quarterly monitoring reports
* Analyzing monthly and quarterly program progress reports

**Jan 2008-April 2009**

**Program Manager Civil Society Support Program-Sindh**

CSSPis a right based organization which is working on youth development in all over Pakistan. The work involved;

* Managing political education program for youth named VNG-Voice of New Generation.
* Organizing different awareness raising event on various burning issues
* Engaging the key stakeholders especially policy makers, political think tank and civil society activists through right based approach for a positive social cahnge

**November 2005 - December 2006**

**Sindh Education Foundation (SEF) as Coordinator (Learning and Support Unit)**

Sindh Education Foundation is working for the empowerment of disadvantaged communities of Sindh towards social change by creating and facilitating new approaches to learning and education. Being pioneer member of Learning and Support Unit; my work involved;

* Conduct training needs analysis of all the programs and stakeholders of SEF
* Conceive and design training programs and manuals based on the needs analysis
* Develop the follow-up and support mechanisms to implement the trainings effectively
* Conduct field based trainings of the Head Teachers, Teachers and School Management Committees
* Design Health Curriculum for Child Labor Education Program (CLEP), SEF
* Design Integrated Curriculum Guide for teachers working in multi-grade settings
* Provide support to programs to develop their Learning Frameworks
* Design a Learning Framework of a constructivist classroom
* Translate all the training related learning material/literature from English to Sindhi and Urdu
* Document quarterly reports including training and TNA reports
* Monitor the training outcomes

**July 2004 - October 2005**

**Sindh Education Foundation (SEF) as Program Associate**

**Training & Capacity Building (SPEIP)**

The work involved to;

* Design and conduct training programs for Teachers, Head Teachers and School Management Committees of 300 low cost private schools in 5 districts of Sindh
* Design a teachers guide regarding ‘Integration of Stories and Daily Life Situations into classroom practices’ for private schools’ teachers and conducted training for its effective usage
* Prepare annual/quarterly work plans, budgets and reports
* Facilitate field staff in carrying out field support to teachers
* Monitor training activities

**Oct 2003 - June 2004**

**Sindh Education Foundation (SEF) as Field Officer**

**Support to Private Educational Institutes Program (SPEIP)**

The work involved to;

* Support to the Program Associate in all Programme activities
* Field data collection
* Data analysis
* Monitoring different school systems, participate in conducting trainings
* Report writing

**CONSULTANCIES**

**Jan 2010 to Jun 2010**

**Civil Society Support Program (CSSP)**

Design training manuals and conduct trainings for Political Education Program

**April 2008 to August 2008**

**Academy for Education Development (AED) and Abt Associates International**

**Master Trainer & Mentor cum Technical Adviser**

The work involved conducting trainings of grantee NGOs under the USAID project “Pakistan Safe Drinking Water and Hygiene Promotion Project”-PSDWHPP; and providing technical assistance in project implementation. Provided a detailed training and monitoring report.

**Oct 2007- April 2008**

**Sindh Education Foundation (SEF)**

**Lead Master Trainer**

The work involved designing training manuals, translating the resource material from English to Urdu and Sindhi, designing institutional material and conducting TOT and field based trainings for teachers and School Management Committees of 300 private schools of 5 districts of Sindh under the project **SPEIP** (Support to Private Educational Institutes Program). Developed monitoring framework and provided detailed report.

**June-August 2007**

**Aga Khan Education Services Pakistan (AKES, P)**

**Master Trainer & Designing of Training Manual & Teacher Resource Guide**

Capacity building of Govt: primary & secondary School teachers and SMCs of Taluka Keti Bander District Thatta. That involved conducting a detail TNA, designing training manuals/material, teacher resource guide and conducting trainings for teachers and SMCs. Provided a detailed report at the end.

**June-August 2006**

**UNICEF**

**National Consultant**

**Study on Factors Affecting Teachers’ Performance**

The study involved to explore key factors affecting teachers’ performance and to develop key recommendations for an upcoming two years pilot project plan.

**March - May 2002**

**Sustainable Development Policy Institute (SDPI), Islamabad as Role: Field Researcher**

‘Strengthening Civil Society Knowledge base & participation for Good Governance’

The study involved to explore the dispute resolution mechanism in district Larkana

**August 2000 - April 2001**

**Population Council-Pakistan as Field Facilitator**

‘National Program for Family Planning & Health Care’

The survey focused on the working conditions of Lady Health Workers in districts Karachi, Dadu, Hyderabad and Larkana

**MAJOR- TRAININGS/WORKSHOPS DESIGNED AND CONDUCTED**

* Conducted number of trainings for the partner organizations of SPO on the topics of **“Human Rights”**, **“Democracy & Good Governance”**, **“Gender”**, **“Eliminating Violence against Women”**, **“Organizational Management”** & **“Proposal Writing”**
* Conducted **“Active Citizens”** training workshops for 200 youth for the “Active Citizens Program” of British Council-Pakistan in district Hyderabad
* Designed training manuals and conducted a series of Training Workshops for more than 1000 teachers, head teachers and SMCs, under the title **‘Teachers as Critical Thinkers’** for teachers of low cost private schools of sindh under SPEIP project of Sindh Education Foundation.
* Designed a **Teachers Resource Guide** for the school teachers and managers of low cost private schools. Also conducted training of around 1000 teachers from 300 low cost private education institutes on usage of this guide under SPIEP project of Sindh Education Foundation
* Designed **Teaching and Learning Resource Material** for the teachers of 300 low cost Private Schools.
* Designed training manuals on **‘Integrated Curriculum’,** **‘Story Telling in the Classroom’** and **‘Institutional Material Development’** and conducted training workshops on these manuals for Sindh Education Foundation’s Schools
* Designed training manual and conducted training workshops on **‘Strengthening Partnership between Schools and Community’** for School Management Committees (SMCs) of the schools under Sindh Education Foundation’s projects and programs
* Designed manual and conducted teacher training workshops for the teachers of Community Supported Schools of Sindh Education Foundation on “Teaching English” , “Teaching Maths” & “Teaching Science”
* Designed manual and conducted teacher training workshop for the teachers and supervisors of Home School Program of Sindh Education Foundation, under the title of **“Critical Thinking for Diversifying Learning”**
* Designed manual and conducted training workshops for the facilitators of adult learners of Women Literacy & Empowerment Program of Sindh Education Foundation
* Designed manual and conducted **“Road Safety Education”** Training Workshops for Teachers & SMCs of 100 Government & Community Based Schools under the road safety education program funded by Asian Development Bank.
* Designed manual and conducted capacity building training workshops for teachers, SMC members and Volunteers of Fellowship School Program of Sindh Education Foundation

**Major Training workshops attended**

* TOT on “Sphere Standards” by Church World Services in 2005
* TOT on “Teacher Development Methods” by AKES, P in 2005
* TOT on “School Development Plan. and SMC strengthening” by ITA, Lahore in 2006
* TOT on “Road Safety Education Program” by SEF in 2007
* TOT on “Project Planning” by NGORC in 2008
* TOT on “Human Right Education” by SPO in 2009
* TOT on “Democracy & Good Governance” by SPO in 2009
* TOT on “Result Based Monitoring” by SPO in 2009
* TOT on “Active Citizens Program” by British Council Pakistan in Jan, 2010
* TOT on “Gender” by SPO in July, 2010
* TOT on “Gender Based Violence” by UNIFEM and Sisters Trust in Nov, 2010
* TOT on “Federalism” by Forum of Federations in Jan, 2011

**Volunteer Associations**

* Member (district information secretary) of Liberal Forum Pakistan
* Member Board of Directors Civil Society Support Program
* Faculty members Civil Society Support Program

**Languages**

English, Urdu, Sindhi, Seraiki

**Personal Information**

Father’s Name **Haji Peer Bux**

Nationality **Pakistani**

Date of Birth **01-01 1974**

Marital status **Married**

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**References**

Can be provided on demand