

CURRICULUM VITAE



Prof. Dorothy Ndunge Kyalo, (Phd)

(2021)

Doctor of Philosophy in Education
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1.0 BIO DATA

Name:	Dorothy Ndunge Kyalo
Date of Birth:	15 th December, 1959
Place of Birth:	Machakos
Nationality:	Kenyan
Marital Status:	Married with three children
Languages:	English, Kiswahili & Kikamba

2.0 BRIEF PERSONAL PROFILE

Dorothy Ndunge Kyalo is a Professor in the Department of Open Learning and the Dean School of Open and Distance Learning in Open, Distance and electronic Learning (ODEL) Campus, University of Nairobi. Dorothy was Associate dean in the School of Continuing and Distance Education and she also was the first Resident Lecturer of Garissa Extra Mural Center in North Eastern Kenya Region. She is involved in development, management, monitoring and evaluation of academic programmes in the School of Open and Distance Learning that include: Educational studies; Pedagogy and Andragogy; Peace Education Project Monitoring and evaluation; Project planning, Design and Implementation; Project Financing; Project Management Information Systems; Distance Education and e-Learning Programmes. She is a PhD trained supervisor, who has wide experience in research, monitoring and evaluation and supervision of post graduate projects and thesis in the fields of education, project management, monitoring and evaluation of programs and projects. As a faculty member of PhD examining board in the school of Open and Distance Learning, Dorothy has contributed immensely as an active participant to the quality teaching and completion rate of the PhD candidates in the University of Nairobi.

She holds PhD in Educational Management and Planning of Catholic University of Eastern Africa, Masters of Educational Management and Planning of the University of Nairobi and Bachelor of education from Catholic University of Eastern Africa. She has undertaken training on: Training for PhD Supervisors and Supervisee, 2019, Graduate School, University of Nairobi; Mainstreaming adult/non-formal education into Education Sector Plans (2018), UNESCO; The Microsoft Certified Educator and Teaching with Technology programs (2018), Microsoft Imagine Academy; Principles of Open, Distance & e-Learning (ODEL) 20-24 November 2017, ODeL Campus, University of Nairobi; Training of Trainers on PhD supervision (Feb.2016) at the University of Nairobi, Grant Proposal Writing Training (March, 2015) at University of Nairobi, Train the Trainer for ITU eLearning Course(October,2013) at AFRALTI-Nairobi, Kenya, Orientation Tutors' Workshop for on-Line Tutoring,(Nov.2012) at Multi-Media University College, Karen, PhD Supervision Training Workshop (November,2012) University of Nairobi, Pedagogical Skills training workshop (March,2009) at Main Campus Central Catering Unit(CCU), ISO 9001: 2008 Training Seminar, by Kenya Bureau of Standard (July,2009) at UoN Kikuyu Campus, Writers' training workshop by CODL, (September,2009) at Naivasha among others.

Her administrative duties and responsibilities as a dean include though not limited to provision of administrative management and leadership for academic programmes in the School of Open and Distance Learning as stipulated in the established University policies and procedures. She also serves as a consultant to teachers in matters of lecture halls management, teaching methods, and general university academic procedures, development of programmes for orientation of new faculty members and for in-service training of all faculty members as well as evaluation of all learning activities to ensure that academic staff are familiar

with and adhere to University policies in all areas of the academic operations, attend appropriate meetings and conferences offered by national and professional organizations, encourage, support and nurture the integration of instructional technology into the curriculum (that is on-line instruction) and mentor post graduate students. Dorothy has published university level books, tertiary, secondary levels and has successfully organized Victimology International conference, 2018, University of Nairobi (Research week).

3.0 EDUCATIONAL BACKGROUND

2004- 2007: Doctor of Philosophy Degree in Educational Administration and Planning, Catholic University of Eastern Africa (CUEA)

Courses covered: *Research Methods; Project Development and Management; Quantitative and Qualitative methods of data analysis; Education and Development: A comparative Study of Theories, Problems and Policy Strategies; Patristic Education; Education Leadership for Future and Economic Problems; Organization and Administration of Higher Education*

Thesis Title: **The Role of School Leadership in Promoting Moral Integrity among Secondary School Students in Machakos Central Division.** Supervisors Rev. Dr. Marcellus Auja Kawasonga (CUEA) & Dr. Amanuel A. Teklemariam (CUEA)

1998-2000: Master of Educational Administration and Planning (M.Ed), University of Nairobi(UoN)

Courses Covered: *Statistics for Educational Research; Research Methods in Education; Educational Management; Curriculum Theory and Practice; Policies in Educational Planning; Curriculum Evaluation; Policy Studies in Educational Administration; Theories of Educational Administration; Educational Finance; Personnel Management in Education; Organizational Behavior in Education; Secondary School Administration; Higher Education Administration; Research Project*

Project Title: **The relationship between head teacher's characteristics and discipline in public Secondary schools in Nairobi Province.** Supervisor, Dr. Obae R.Mosoti, University of Nairobi (UoN)

1994-1997: Bachelor of Education [Honors], Catholic University of Eastern Africa), [majored in Education, Geography, Social Education and Ethics]

Project Title:**The Impact of Education Level on Food Production in Kalama Division, Machakos District.** Supervisor Prof.Leonard Kisovi, Kenyatta University College (KU)

1983-1985: Diploma in Education (Dip Ed), Kangumo Teachers Training College [Majored in Education, Geography, Kiswahili, and Physical Education]

1978-1979: Machakos Girls High School [Advanced level – Geography. Economics, Kiswahili & Mathematics].

1974– 1977: Kalama Secondary School, Machakos [O level].

1969– 1973: Kalama Primary School

4.0: PROFESSIONAL POSTGRADUATE TRAINING

2021: ARUA COE FOR UNEMPLOYMENT AND SKILLS DEVELOPMENT Workshop and Train-the-Trainer Capacity Building Training (3TCBP) 12th-16th April, 2021 by African Research Universities Alliance Center of Excellence. Virtual

2021: A Vision for Digital Higher Education in Kenya Training. April 12 -13, 2021. Partnership for African Social &Governance Research in collaboration with Knowledge Lab (UCL) UK

2021: Online Supervision Training for Supervisors and Students. February 4th 2021, Graduate School, university of Nairobi. Virtual

2020: PEDAL Online: Technology for Transformative Pedagogy Training. November 9th -December 9th, 020 by *Partnership for African Social &Governance Research. Virtual*

2020: Microsoft Teams Trainings: September 29, 2020 - October 1, 2020. UoN ICT TEAM, Virtual

2020: Online examination setting and marking Training. ODeL TEAM, Virtual

2020: Virtual Mentorship in a time of Pandemic Training 02/06/2020. TransformationAfrica, Virtual

2020: Training on Development of Digital Content. ODeL TEAM, Virtual

2020: Training on Online Exams 18/5/2020. UoN ICT/ ODeL TEAM, Virtual

2020: Education Continuity Plan: University Readiness to e-Learning by International Institute of Online Education (IIOE Special training Series COVID-19 response training May 2020

2020: Instructional Video and Screen Recording Training: Audio and Visal Elements 12/2/2020 ODeL Lab. Kikuyu Campus

2019: Training for PhD Supervisors and Supervisee, 15th, March, 2019, Graduate School, University of Nairobi;

2018: Mainstreaming Adult/Non-Formal Education into Education Sector Plans June-Dec, (2018), UNESCO;

2018: The Microsoft Certified Educator and Teaching with Technology programs (2018), Microsoft Imagine Academy,

2017: Training course on Principles of Open, Distance and e-Learning held on 20th -24th, November, 2017 at UoN Towers

2017: TESSA course 'Making Teacher Education Relevant for 21st Century Africa' on Future Learn 30 October - 27 November 2017

2017: PhD Supervisors Training held on 9th June, 2017 at ODeL Computer Lab, Kikuyu Campus

2017: Job Analysis 14th & 15th, February, 2017, Pricewaterhouse Coopers, at University of Nairobi, Kenya

2016: PhD Supervision Training of Trainers held in February, 15-17, 2016 at Central Catering Unit (CCU)

2013: Train the Trainer for ITU eLearning Courses workshop, 28th -31st October, 2013, AFRALTI-Nairobi, Kenya

2013: Enhancing Gender Equity in the Leadership and Management of Higher Education: ACU and UoN 26th-30th, August, 2013, Nairobi, Kenya

2012: Testing in Higher Education 24th January, 2012, Central Catering Unit, University of Nairobi

2010: Peace and reconciliation studies and curriculum workshop II, 23rd -28th February 2010, Makerere, Kampala

2009: Peace and reconciliation studies and curriculum workshop I, 21st-25th November 2009, Nairobi

2009: Pedagogical Skills training workshop, Main Campus CCU, March, 2009

2009: Writers' training workshop by ODEL, Naivasha, September, 2009

2008: Public Procurement and Disposal Act of 2006, sponsored by University of Nairobi, February 2008.

5.0: CURRENT EMPLOYMENT

a). Academic Positions

i). July 2011 to date: Professor, Department of Open Learning, University of Nairobi

ii). 2007-2011: Lecturer, Department of Open Learning, University of Nairobi

b). Administrative Positions

i). April, 2017 – Date: Dean, School of Continuing and Distance Education

ii). July, 2013 to 10/4/2017: Associate Dean, School of Continuing and Distance Education

iii). 2007- 2013: Resident Lecturer, Garissa Extra Mural Center (NEP)

iv). 2011 to date: Coordinator PhD in Project Planning and Management (PPD&I Option)

c). Administrative Duties and Responsibilities as a Dean

- Manage the academic and administrative functions of the programmes in the School of Open and Distance Learning
- Preparing annual procurement plan and budget for the school
- Preparing annual and quarterly plans and monthly work schedules showing objectives, activities and deliverables
- Preparing quarterly reports
- Preparing and tracking performance targets for the school to ensure they are achieved
- Providing academic guidance to students, development of mentorship programme, and develop in collaboration with programme coordinators, student support systems, develop and implement a strategy for promoting and up scaling the open learning programme in the ODeL campus
- Develop and offer a wide spectrum of courses of study in general, vocational and continuing learning and life enrichment courses to pre- degree level
- Undertake research, innovation and development activities in the area of Open and Distance Learning and disseminate the findings to all stakeholders
- Act as resource division and capacity building center in the Open and Distance Learning

- Collaborate with National and International Organizations for promotion of Open and Distance Learning
- Provide professionalism/technical consultation in the field of Open and Distance Learning to institutions/ organizations/ agencies in Kenya and abroad
- Cascade and implement the ODeL campus strategic plans and policies such as ISO standards, performance contracts and staff performance appraisal.

d). Administrative Duties and Responsibilities as an Associate Dean

My duties and responsibilities include though not limited to provision of administrative management and leadership for undergraduate programmes in the School of Continuing and Distance Education as stipulated in the established University policies and procedures.

i) General Administration

- Maintain congruency between the school's board-approved mission statement and all undergraduate academic activities.
- Develop and enforce policies that foster and maintain a good environment for undergraduate teaching and learning.
- Evaluate relevancy and viability of undergraduate curriculum in collaboration with academic departments and appropriate offices.
- Nurture positive relations and teamwork among all staff.
- Proactively pursue entrepreneurial activities which benefit the Departments, the School and the University.
- Work with the Board of Common Undergraduate Courses (BCUC), the College and UNES in the recruitment and admission process of students at Certificate, Diploma and Bachelors Degree.
- Work with the Departments, College Finance and UNES to ensure prompt payment for service providers
- Develop and implement marketing plans, promotions and advertising programmes to increase student enrollment.
- Work with the departments to develop and implement annual and long-term plans in line with University strategic plan and ensure that a formal system of evaluation and documentation is followed.
- Ensure course evaluations are conducted after every semester in line with University requirements
- Provide technological leadership for the enhancement of office productivity and management (i.e. the Student Management Information System and office communication).
- Represent the School in external functions and at University level committees.
- Act for the Dean from time to time.

ii) Academic programmes

- Assist departments in the development and implementation of curriculum.
- Supervise all undergraduate examination activities in the School – invigilation, internal and external moderation, marking, retrieval and processing of final results and graduation.
- Manage the process of research projects in collaboration with the Heads of Departments

- Conduct regular meetings with faculty, which will deal with both routine school matters and with the exchange of ideas on issues of educational/philosophical interest and concern.
- Serve as a consultant to teachers in matters of classroom management, teaching methods, and general school procedures.
- Establish programmes for the orientation of new teachers, for in-service training of all teachers and for the evaluation of classroom teachers to ensure that teachers are familiar with and adhere to University policies in all areas of the school operation.
- Attend appropriate meetings and conferences offered by national and professional organizations
- Encourage, support and nurture the integration of instructional technology into the curriculum (i.e. on-line instruction).

iii) **Student Management**

- Provide academic guidance to students; maintain complete academic records on all students; oversee the grading and reporting of standards and methods used by teachers in measuring student achievement.
- Review and approve all credit transfer requests made by transfer students and exemptions
- Respond to student's questions regarding matters of scheduling and curriculum as well as non-academic matters that affect their learning.
- Develop, in collaboration with Heads of Academic Departments student support systems.

e). Administrative Duties and Responsibilities as a Resident Lecturer

I was in charge of human and non-human resources in the Garissa Extra-Mural Center. My duties included the provision of administrative management and leadership for all academic programmes in the School of Continuing and Distance Education as guided by the established University policies and procedures

i). General Administration

- Represent the chairman of the Department as the Chief Accounting Officer of the Center.
- Organize and co-ordinate extra- mural teaching and training programmes
- Organize and co-ordinate all the distance study programmes of the school of continuing and distance education in North Eastern Province of Kenya.
- Collect tuition and any other fees from students and clients and remit to the bursar of the college of education and external studies and UNES.
- Attend provincial leadership and policy – making and development meetings.
- Enforce policies that foster and maintain a good environment for teaching and learning..
- Nurture positive relations and teamwork among all staff in the center.
- Market University programmes to increase student enrollment at Garissa and the environs.
- Work with the department to develop and implement annual and long-term objectives in line with University objectives and ensure that a formal system of evaluation and documentation is followed.
- Supervise all examination activities in the Department – invigilation, internal and external moderation, marking, retrieval and processing of results and graduation.

ii). Academic Programmes

- Participate in the development and implementation of curriculum in the department.
- Attend departmental meetings, organized by the chairmen that deal with both routine departmental matters and with the exchange of ideas on issues of educational/philosophical interest and concern.
- Organize periodic meetings with staff members to train them on the procedures used (ISO) in the University of Nairobi
- Serve as a consultant to lecturers in matters of lecture halls management, pedagogical methods, and general college procedures.

iii). Student Management

- Provide academic guidance to students; maintain complete academic records on all students; oversee the grading and reporting of standards and methods used by teachers in measuring student achievement.
- Respond to student's questions regarding matters of scheduling and curriculum as well as non-academic matters that affect their learning.
- Participate in developing student support systems for both face-to-face, distance learning and on-line students.
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6.0 TEACHING EXPERIENCE/ RESPONSIBILITIES

From 2001- 2021: Twenty years (20)

Professor: From August 2019 to date

Senior Lecturer: from July, 2011 to 2018: Eight years (8)

a). Teaching Units/Courses

LPD 801:	Advanced Research Methods (PhD in Project Planning and Management-UoN)
LPD 805:	Theory of Project Planning, Design and Implementation (PhD in PP&M-UoN)
LPD 806:	Theory of Monitoring and Evaluation of Projects (PhD in PP&M-UoN)
LDP 603:	Research Methods (MA in Project Planning and Management UoN)
LDP 605:	Conflict Analysis and Resolution (MA, in Project Planning and Management-UoN)
LDP 610:	Fundamentals of Management (MA in Project Planning and Management UoN)
LDS 653:	Learning Process and Instructions (M.Ed. Distance Educ, UoN)
LPM 402:	Research Methods (BA in Project Planning and Management UoN)
LPM 103:	Principles of Management (BA in Project Planning and Management UoN)
BEF 102:	Sociology of Education (B.Ed Arts & PGDE UoN)
DBM 110:	Personnel Management and industrial relations (DIPLOMA UoN)

b). Research Supervision

i). Supervision of Postgraduate students

S. N	Name	Reg. No.	Program me	Title	Remarks
1.	L80/80183/2010	Angeline Sabina Mulwa	Doctoral (UoN)	The Influence of Institutional and Human Factors on Readiness to Adopt E-Learning in Secondary Schools in Kitui District, Kenya	Completed
2.	E83/Cty/11029/2008	Annah Jepketer Yegor	Doctoral (KU)	Teachers' Strategies for Enhancing students' Performance in Academic Achievement and Co-Curricular activities in Public Secondary Schools: The Case of Nandi County, Kenya	Completed
3.	H40/328/2007	Florence M. Mbiti	Doctoral (JKUAT)	Determinants of Growth of Women Owned Micro and Small Scale Enterprises in the Rural Area of Kitui County in Kenya	Completed
4.	L83/80462/2011	Kirema Nkanata Mburugu	Doctoral (UoN)	Organizational Internal Context, Information Communication Infrastructure, Staff Attitude and Implementation of Electronic Learning Information System in Public Tertiary Institutions in	Completed
5.	E83/CE/14251/2009	Kagendo Dinah Alexander	Doctoral (KU)	The Influence of Student Participation in Secondary School Management on enhancing Student Discipline in Tharaka Nithi County in Kenya	Completed
6.	E83/CE/13505/09	Wilson Mutuma Michubu	Doctoral (KU)	Quality Assurance Systems and Quality Education in The Era of Expansion of Public Universities In Kenya	Completed
7.	L83/82841/2012	Ombati Susan Moraa	Doctoral (UoN)	Influence of Community Participation in Flood Mitigation Strategies on Livelihood. A Case of Nyando Plains Kisumu County, Kenya.	Completed
8.	L83/94229/2014	Obare Josiah Obiria	Doctoral (UoN)	Implementation of Project Control Systems, Project Team Diversity and Performance of Rural Roads Projects in Selected Counties in Kenya	Completed
9.	L83/94007/2014	Obondi, Christine A. O.	Doctoral (UoN)	Risk Factors, Participatory Design of Correctional Rehabilitation Programs and Recidivism of Sexual Offenders in Government Prisons in Nairobi County, Kenya	Completed
10	L83/94208/2014	Msafiri Atibu Seboru	Doctoral (UoN)	Resource Mobilization Strategies and Completion of Road Construction Projects in Kenya: A Case of Nairobi County	Completed

11	L83/506072016	<u>Turbey Winnie Chebet</u>	Doctoral (UoN)	Conservation Strategies, Monitoring and Evaluation practices and Sustainability of communitybased tourism Projects: A case of Masai Mara Conservancies’.	Completed
12	L83/94317/2014	Ekiru Mark Mareng’o	Doctoral (UoN)	Community Resilience Capacity, Environmental Factors and the Performance of Food Security Projects in Loima, Turkana County, Kenya”	Completed
13	L83/51701/2017	Evans Kituzi Avedi	Doctoral (UoN)	<i>Rural electrification Expansion Strategies, Project Control Mechanisms and Implementation of Energy Access Projects in Underserved Counties in Kenya.”</i>	Completed
14	L83/97872/2015	Kinyulusi Leonard	Doctoral (UoN)	Adoption of Performance Contracts, Change Management Practices, and Target Achievement of Academic Programmes in Public Universities in Kenya’	Completed
15	L83/94048/2014	Wanjiru B. Nderitu	Doctoral (UoN)	Project Management Skills, Monitoring And Evaluation Practices And Performance Of Youth Environmental Projects In Kenya: A Case Of Solid Waste Management Projects In Nairobi County	Completed
16	L83/94291/2014	Stella Karimi	Doctoral (UoN)	Participatory Monitoring And Evaluation Process, School Environment And Performance Of Literary And Numeracy Educational Programme In Public Primary Schools In Nairobi County, Kenya	Completed
17	L50/85046/2016	Monicah Mueni Syanda	MA-PPM (UoN)	Influence of Cash Transfer Program on Socio-Economic status of Beneficiaries in Kenya: A Case of Persons Living with Disabilities in Kitui Central Sub-County in Kitui County	Completed
18	L50/69335/2013	Nkatha Mbaya	MA-PPM (UoN)	Influence of Social-Cultural Factors on Women Preference To Traditional Birth Attendants Services: A Case of Nakuru County, Kenya	Completed
19	L50/80688/2015	Dominic Musembi	MA-PPM (UoN)	Participatory Project Management and Sustainability of Donor Funded Water Projects in Mwala Sub County, Machakos County, Kenya	Completed
20	L50/70783/2014	Kevin Muriithi Maina	MA-PPM (UoN)	Refugees Presence and Socio-Economic Structures of Host Communities: A Case of Kakuma Refugee Camp in Kenya	Completed
21	L50/73469/2014	Jacqueline M.Nzambu	MA-PPM (UoN)	Determinants of Procurement Performance In County Gov The Case Of Ministry Of Health And Emergency Services Machakos, Kenya	Completed

22	E55/CE/14327/2009	Gladys Njoki Gituathi	M Ed. (KU)	Human Resource Factors Influencing Pupils' Performance In Kenya Certificate Of Primary Education In Thika West District, Kiambu County, Kenya	Completed
23	L50/65511/2010	Abdulkadir Hussein Omar	MA-PPM (UoN)	e of Implementation of Cash and Voucher Modality on Food : A Case of World Food Program Somalia	Completed
24	L51/75553/2012	Ochieng Kezia Awuor	MA PEACE EDUC (UoN)	Influence of Alternative Education on Pupil's Academic Performance During Emergencies: A Case of Public Schools in Nyando Basin, Kisumu County, Kenya.	Completed
25	L50/84925/2016	Mary Kawira Kithinji	MA-PPM (UoN)	Factors influencing the implementation of waste management projects in mombasa county, kenya	Completed
26	L51/83991/2012	John M. Syengo	MA PEACE EDUC (UoN)	Non-Violent Approaches Influencing Readiness For Peace of Minerals in Kenya: A Case Of Mui Basin Coal Mines in M county, Kenya	Completed
27	L40/60089/2013	Teresiah Muthoni Bama	PGDE (UoN)	Factors Influencing Academic Performance of Public Secondary Schools in Matungulu District, Machakos County, Kenya.	Completed

7.0 PUBLICATIONS

i). Refereed Journals

a) Published after July, 2011

Kyalo, D. N., Mulwa, D. mulwa, & Ekiru. M. (2021). Integrated Social Safety Nets: Building Community Resilience for Sustainable Food Security. *Kenya Policy Briefs*, 2(1), 61–62. Retrieved from <https://uonresearch.org/journal/index.php/kpb/article/view/27>

Reuben Wambua Kikwatha, Dorothy Ndunge Kyalo, Angeline S. Mulwa, Raphael O. Nyonje (2021). Influence of Institutional Linkages on Sustainability of Dairy Goat Projects in Tharaka Nithi County, Kenya. *European Journal of Research in Social Science* Vol.9No. 1, 2021ISSN 2056-5429

Ndombi, C. L., Kyalo, D. N., & Mulwa, A. S. (2020). Enhancing sustainability of donor funded livelihood projects in Kilifi County through effective monitoring and evaluation. *International Journal of Research in Business and Social Science* (2147- 4478), 9(6), 168–182. <https://doi.org/10.20525/ijrbs.v9i6.880>

Musyoki, B. M., Kisimbii, J., & Kyalo, D. N. (2020). Participatory Project Planning Approaches: Reflections from Community Development Initiatives in Low Resourced Countries. *Journal of Entrepreneurship & Project*

Management, 4(5), 51-67. Retrieved from <https://stratfordjournals.org/journals/index.php/journal-of-entrepreneurship-proj/article/view/649>

Evans Kituzi Avedi, Dr. Angeline Sabina Mulwa, Prof. Dorothy Ndunge Kyalo (2020). Influence of Project Fund Mobilization Strategy on Implementation of Energy Access Projects in Underserved Counties in Kenya. *International Journal of Business and Social Science* Vol. 11 • No. 4• April 2020doi:10.30845/ijbss.v11n4p4. ISSN 2219-1933 (Print), 2219-6021 (Online)

Kagendo Dinah Alexander, George Onyango, **Dorothy Kyalo** (2019). Extent of student participation In decision making in secondary school management in Tharaka-Nithi and Nairobi Counties, Kenya: *European Journal of Education Studies* ISSN: 2501 - 1111 ISSN-L: 2501 – 1111 Volume 5 | Issue 10 | 2019

Kagendo Dinah Alexander, George Onyango, **Dorothy Kyalo** (2019). Extent of student participation in management of school Finances and physical resources in secondary schools in Tharaka-nithi and nairobi counties, Kenya: *IRJBP Journal of Education and Practices* Vol 2 Issue No.1.February, 2019. PP 01-10. ISSN 2617-5444

Stephen Kioko Musimba, Moses Machuki Maturi Otien, **Dorothy Ndunge Kyalo**, Angeline Sabina Mulwa (2018) Community Participation in Drought Risk Management in Kilifi County, Kenya. *International Journal of Managerial Studies and Research (IJMSR)* Volume 6, Issue 12, December 2018, PP 31-44 ISSN 2349-0330
Annastacia Katumbi Kavita Musembi, Wario Guyo, **Dorothy Ndunge Kyalo**, Aflonia Mbuthia (2018). Effect of employees' soft skills on performance of public energy sector projects in Kenya: *Journal International Academic Journal of Human Resource and Business Administration* Volume 3 Issue 2 Pages 1-13

Dorothy N. Kyalo, Angeline S. Mulwa, Phyllisters D. Matula (2018). Financial Management for Effective Schools: Bridging Theory and Practice through Competency Development among Secondary School Principals in Kitui County, Kenya: *International Journal of Education and Research* Vol. 6 No. 11 November 2018. ISSN: 2411-5681

Wasike Wilberforce Walubengo, **Dorothy Ndunge Kyalo**, Angeline Sabina Mulwa (2018). Community-based Projects in Kenya: Analytical review of Application of Stakeholder Analysis as a Project Design Tool for Enhancing Performance: *International Journal for Innovation Education and Research* www.ijer.net Vol:-6 No-10, 2018

Annastacia Katumbi Kavita Musembi, Wario Guyo, **Dorothy Ndunge Kyalo**, Aflonia Mbuthia (2018). Effect of employees' leadership skills on project performance in the energy sector in Kenya: *Journal International Academic Journal of Information Sciences and Project Management* Volume 3 Issue 2 Pages 1-11

Reuben Wambua Kikwatha, **Dorothy Ndunge Kyalo**, Angeline S. Mulwa, Raphael O. Nyonje (2018). Project infrastructure and the sustainability of dairy goat project in Tharaka Nithi county, Kenya: *International Journal of Creative Research and Studies* Volume-2 Issue-8, August-2018

Dorothy N. Kyalo, Angeline S. Mulwa, Phyllisters D. Matula (2018). Financial Management for Effective Schools: Bridging Theory and Practice through Competency Development among Secondary School Principals in Kitui County, Kenya: *International Journal of Education and Research* Vol. 6 No. 11 November 2018. ISSN: 2411-5681

Wasike Wilberforce Walubengo, **Dorothy Ndunge Kyalo**, Angeline Sabina Mulwa(2018). Community-Based Projects In Kenya: Analytical Review Of Application Of Logical Framework As A Project Design Tool For Enhancing Performance: International Journal of Innovative Research and Advanced Studies (IJIRAS) Volume 5 Issue 9, September 2018 ISSN: 2394-4404

Simon Manyenje Whiko, John Mbugua, **Dorothy Ndunge Kyalo**(2018). Utilization of monitoring and evaluation and performance of Digital education technology project in malawi: International Journal Of Innovative Research & Development Doi No. : 10.24940/Ijird/2018/V7/I11/Nov18002

Reuben Wambua Kikwatha, **Dorothy Ndunge Kyalo**, Angeline S. Mulwa, Raphael O. Nyonje(2018). Project Beneficiary Selection Process and Sustainability of Dairy Goat Projects in Kenya: International Journal Of Innovative Research & Development Doi No.10.24940/Ijird/2017/V6/I12/Dec17082, Issn 2278 – 0211 (Online)

Wilson Mutuma Michubu, Jackline K.A. Nyerere & **Dorothy Ndunge Kyalo** (2017). Learner Support Services and Quality of Education in Public Universities in Kenya. Asia Pacific Journal of Education, Arts and Sciences. July 2017, Vol.4 No.3, 19-24 P-ISSN: 2362-8022/E- ISSN 2362-8030 www.apjeas.apjmr.com

Michael Chris Musyoka, Christopher Gakuu, **Dorothy Ndunge Kyalo**(2017). Influence of Technological Environment on Performance of Gated Community Housing Projects in Nairobi County, Kenya. Journal European Scientific Journal, ESJ Volume13 Issue 11

Obondi Christine Achieng' Okoth, **Dorothy Ndunge Kyalo** & Angeline Sabina Mulwa(2017).Mult-Factorial Factors and Recidivism of sexual Offenders: A case of correctional institutions in Nairobi County, Kenya. International Journal of Innovation, research and advanced studies (IJIRAS) Vol 4, Issue 4 April, 2017

Michael Chris Musyoka, Prof. Christopher Gakuu & Dr. Dorothy Ndunge Kyalo (2016). Influence Of Project Macro Planning Process On Performance Of Gated Community Housing Projects in Nairobi County, Kenya. IJRDO-Journal of Applied Management Science ISSN: 2455-9229 Volume-3 | Issue-3 | March, 2017 | Paper-1

Obondi Christine Achieng' Okoth, **Dorothy Ndunge Kyalo** & Angeline Sabina Mulwa(2016). Participatory Design Of Correctional Rehabilitation Programmes and Recidivism of Sexual Offenders in Prison in Nairobi County, Kenya. www.ijird.com September, 2016 Vol 5 Issue 10 International Journal of Innovative Research & Development Page 250

Josiah Obiria Obare, **Dorothy Ndunge Kyalo**, Sabina Angeline Mulwa & John Mbugua (2016). Implementation Process of Project Control Systems, Project Team Training Diversity and Performance of Rural Roads Construction Projects in Kenya. www.ijird.com October, 2016 Vol 5 Issue 12, International Journal Of Innovative Research & Development Page 12

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Nicasio Gicovi Njue, **Dorothy Ndunge Kyalo**, Angeline Sabina Mulwa, John Mwaura Mbugua(2016). Organizational Strategic Thinking, Project Selection Practices and Portfolio Project Implementation: A Conceptual Framework. , *IJERMT All Rights Reserved Page | 35 International Journal of Emerging Research in Management & Technology* ISSN: 2278-9359 (Volume-5, Issue-11)

Susan Moraa Ombati, Raphael Ondeko Nyonje, & **Dorothy Ndunge Kyalo** (2016). Influence of Community Participation in Information Sharing as a Flood Mitigation Strategy on Household Livelihood in Nyando Flood Plains, Kisumu County-Kenya. *Imperial Journal of Interdisciplinary Research (IJIR)* Vol-2, Issue-12, 2016 ISSN: 2454-1362, <http://www.onlinejournal.in> Imperial Journal of Interdisciplinary Research (IJIR) Page 859

Benard Muronga Kadurenge, Raphael Ondeko Nyonje, Brown Bully Onguko & **Dorothy Kyalo Ndunge**(2016). The Evolving Nature of Community Participation in Public Development Projects in Kenya: A Literature Review. *International Journal of Humanities and Social Science*. September 2016, Vol. 6, No. 9; 31

Kirema Nkanata Mburugu, Angeline Sabina Mulwa, **Dorothy Ndunge Kyalo**(2016). Reflections On Organisational Leadership On Implementation Of Electronic Project Monitoring Information System In Public Tertiary Institutions in Kenya. *DBA Africa Management Review*, Vol6 Issue 3

Ombati ,S.M., Nyonje, O.R & **Kyalo,D.K.**(2015). Influence of community participation of water shed as a flood mitigation strategy on household livelihood in Nyando plains, Kisumu County. *International Journal of Scientific Research in Science, Engineering and Technology(ijsrset.com)* Volume 2 Issue 6

Annah Jepketer, Kisilu Kombo& **Dorothy Ndunge Kyalo** (2015). Teachers' Capacity Building Strategy and Students' Performance in Public Secondary Schools in Nandi County, Kenya. *IOSR Journal Of Humanities And Social Science (IOSR-JHSS)* Volume 4, Issue 10, Ver. I (Jun. 2015), PP 00-00 www.iosrjournals.org

Florence M. Mbiti, Elegwa Mukulu, Joseph Mung'atu & **Dorothy Ndunge Kyalo**(2015). The Influence of Access to Credit on Growth of Women- Owned Micro and Small Enterprises in Kitui County, Kenya. *Public Policy and Administration Review* June 2015, Vol. 3, No. 1, pp. 61-70 ISSN: 2333-5823 (Print), 2333-5831 (Online) Published by American Research Institute for Policy Development DOI: 10.15640/ppar.v3n1a7 URL: <http://dx.doi.org/10.15640/ppar.v3n1a7>

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Annah Jepketer, Kisilu Kombo& **Dorothy Ndunge Kyalo** (2015). Teachers' Classroom Strategy for Enhancing Students' Performance in Public Secondary Schools in Nandi County, Kenya. *IOSR Journal Of Humanities And Social Science (IOSR-JHSS)* Volume 20, Issue 6, Ver. I (Jun. 2015), PP 00-00 e-ISSN: 2279-0837, p-ISSN: 2279-0845. www.iosrjournals.org

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Kyalo, D.N., Mulwa, A.S., Matula, P.D. & Rutere, J. (2014). Physical Learning Environment and Inmates Participation In Post- Literacy Project in Government Prisons in Kenya. *Issues and Ideas in Education Research Journal*, Vol 2 No. 2 Sept, 2014

Kanyanya, L., **Kyalo D.N.** & Mulwa, A.S. (2014). Community Participation in Development Projects in Kenya: Analytical review of factors influencing sustainable water projects in shianda division, Kakamega County. *Prime Journal of Business Administration and Management* [www.primejournal.org/BAMVol4\(8\)pp1552-1562](http://www.primejournal.org/BAMVol4(8)pp1552-1562)

Nicasio Gicovi Njue & **Dorothy Ndunge Kyalo** (2014). Women choice of projects and academic performance of upils in developing countries: A case of miraa projects in Runyenjes, Embu, Kenya. *Asian Journal of Business and Mangement Science* vol 4 No. 04 pp24-35

Snow Eliud Mbula, Angeline Mulwa & **Dorothy Ndunge Kyalo** (2014). Access to Improved Santation: Implication for Sustainable Implementation of Hygiene Practices in Secondary Schools in Machakos County. . *European Scientific Journal*: January, 2014 Vol. 10, No. 1. ISSN:1857-7881.

Lydia Wambugu & **Dorothy Ndunge Kyalo** (2013). Open and Distance Education as a Strategy for Improving Higher Education in the 21st Century in Kenya- a case of the University of Nairobi. *Journal of Education and Practice*: August, 2013, Vol.4 No.14 2013. ISSN 2222-1735

Angeline Sabina Mulwa & **Dorothy Ndunge Kyalo** (2014). The influence of Principal's, Teachers' and Students' attitude on Readiness to Adopt e-Learning in Secondary Schools in Kitui District, Kenya. *European Scientific Journal*: Feb., 2013 Vol. 9, No. 05 ISSN:1857-7881.

Mulwa, S.A., **Kyalo, D.N.**, Bowa, O. & Mboroki, G. (2012). The influence of ICT infrastructure on readiness to adopt E-learning in secondary schools in Kitui District, Kenya (*Journal of Adult, Continuing and Distance Education*, University of Nairobi)

Mulwa, S.A., **Kyalo, D.N.**, Bowa, O. & Mboroki, G. (2012). The Influence of Human Resource Capacity on Readiness to Adopt e-Learning in Secondary School in Kitui District, Kenya (*DBA Africa Management Review*, 2012, Vol 2 No 2, Pp 45-57). ISSN 2224-2023

a) Published before July, 2011

Nyonje, R. & **Kyalo, D.N.** (2011). Factors influencing access to professional development secondary school managers in Kenya: prospects for distance education (Journal of Adult, Continuing and Distance Education, University of Nairobi).

ii).Text Books

a). Text Books (Published after July, 2011)

Phylisters D.Matula, **Dorothy N. Kyalo,** & Angeline S. Mulwa, S.M (2019).Instructional Supervision: Bridging Theory and Practice; A Handbook for Scholars and Practitioners. University Press (UONP), ISBN 9966792635

Matula Daizy Phylisters, **Kyalo Dorothy Ndunge**, Mulwa Angeline Sabina(2018). SIMPLIFIED ACADEMIC RESEARCH PROPOSAL WRITING: Format, Principles and Related Concepts:2 018/2 ,Pages 131, Applied Research & Training Services Nairobi, Kenya-- ISBN978-996697029-9

Kyalo, D.N, Matula, P.D, Mulwa, S.M. (2016).Sociology of Education: Issues, Theories, Application, Revision Questions and Answers. Downtown Printing Works, Nairobi, **ISBN: 9966-776-26-5**

Wambugu, L.N, **Kyalo, D.N.**, Mbii, M.N.& Nyonje. R.O (2015). Research for Social Sciences: Theory and Practice. Aura Publishers, Nairobi, ISBN 9966-035-98-1

Kyalo, D.N, Nyonje. R. O, & Mulwa A.S. (2014). Monitoring and Evaluation of Projects and Programmes: A Hand Book for Students and Practitioners. Aura Publishers, Nairobi, ISBN 9966-035-13-3

Nyonje. R., **Kyalo, D.N** & Angeline Mulwa (2012). Monitoring and Evaluation of Projects and Programmes: A Hand Book for Students and Practitioners. Aura Books, Nairobi, ISBN 9966-123-456-7

b). Text Books (Published Before July, 2011)

Kyalo,D.N (2011).Role of school leadership in promoting moral integrity among Secondary School students. VDM Verlag Dr. Müller Aktierge Sellschaft & CO.KG,Germany ISBN:978-3-639-327052

Kyalo, D.N& Matula,D.P.(2011). Conflict management in Educational Institutions in Kenya: The Art of Avoiding Destructive Conflict Management Strategies in Secondary Schools. . VDM Verlag Dr. Müller Aktierge Sellschaft & CO.KG,Germany ISBN:978-3-639-341386

Nyonje, R., **Kyalo,D.N&** Itigi,F.M.(2011). Project Planning and Management: Notes for Beginners. VDM Verlag Dr. Müller Aktierge Sellschaft & CO.KG, Germany ISBN:978-3-639-337822

Kyalo, D.N&Nyonje,R.(2011).Capacity Development for Secondary School Principals in Kenya. VDM Verlag Dr. Müller Aktierge Sellschaft & CO.KG,Germany ISBN:978-3-639-349368

Kyalo,R & **Kyalo,D.N**(2011). The Rate of Return Analysis to Investment in Education: A Comparison between Bachelors Degree and Diploma in Education- Kenya. VDM Verlag Dr. Müller Aktierge Sellschaft & CO.KG,Germany ISBN: 978-3-639-35483

Kyalo,D.N.& Obando, A.(2006).Fasihi Simulizi for Secondary schools. Nairobi, Napunyi publishers,

Kyalo,D.N. & Obando, A. (2006). .(2006)IsimuJamii for secondary schools.Nairobi,Napunyi Publishers

Kyalo, D.N.& Obando, A.(2006). Maswali na Majibu (sample papers) for form four KCSE revision.Nairobi,(print) Jomo Kenyatta Publishers

Kyalo,D.N. & Obando, A. (2006). Miongozo ya vitabu vya fasihi (kanda za kusikizia na vitabu)

c). Text Books under peer review for publication

Angeline Mulwa, **Dorothy Kyalo**, Phylisters Matula, Justus Munyoki(2019). Advanced Academic Writing Practices For Graduate Students And Faculty. (for publication)

Matula, D.P.& **Kyalo,D.N.**(2019).Human Resource Management in Educational Institutions (for publication)

Kyalo, D.N., Mulwa, S.N. (2019).Fundamentals of Management: A Handbook for Project Managers.(for publication)

d). Study Modules – print and e-learning

Raphael O. Nyonje , **Dorothy N. Kyalo** Angeline S. Mulwa, **(2018)**. Principles of Project Planning, Design And Implementation Distance Learning Study Module:University of Nairobi

Dorothy Ndunge Kyalo, Adelaide Mbaika Mbithi(2018).Conflict Analysis And Reolution In Project Planning And Management Distance Learning Study Module:University Of Nairobi

Angeline S. Mulwa, **Dorothy N. Kyalo** & Raphael O. Nyonje, (2018) Advanced Project Planning, Design and Implementation Distance learning Study Module. University of Nairobi.

Gakuu, C.M., Nyonje, R. & **Kyalo, D.N.** (2010). Project Planning, Design and Implimentation. Master in Project Planning and management, Distance learning Study module, University of Nairobi.

Nyonje, R. & **Kyalo, D.N** (2010). Monitoring and Evaluation. . Master in Project Planning and management, Distance learning Study module, University of Nairobi.

Koringura,J.,Macharia,D.Mungai, J. C.& **Kyalo,D.N.**(2010).Conflict Analysis and Resolution . Master in Project Planning and management, Distance learning Study module, University of Nairobi.

8.0 EDITORIAL BOARD MEMBERSHIP

Member: Journal of Continuing, Open and Distance Education

Member: African Journal of Project Planning & Management

Member: Issues and Ideas in Education Journal

9.0 MEMBERSHIP IN MANAGEMENT BOARDS AND PROFESSIONAL ASSOCIATIONS

College Academic Board (Member)
College Management Board (Member)
Dean's Committee (Member)
University Senate (Member)
Kenya Association of Project Managers (KAPM)
University of Nairobi Alumni Association (UONAA/ 00018195)
AFRICE: Africa for Research in Comparative Education Society
ORCID: Open Research and Contribution Identifier
TURNITIN
Student mentorship committee
International Project Monitoring and Evaluation Society (IPromES)

ODEL CORRUPTION Prevention Committee
Center for pedagogy and andragogy (CEPA)
ODEL Quality Assurance Committee

10.0 CONFERENCES

TEAU Web Conference Series 23rd – 25th March 2021. THEME: Education, Business, Science and Technology for future realization: Lessons from COVID-19 Pandemic and beyond by the Eastern Africa University. Virtual (Key Note Speaker)

2nd Annual International Conference of Project Planning and Management (AICPPM) - 2020 held in University of Nairobi, Kenya (Virtual) from 12th – 14th October, 2020. (Host and presented papers)

1st Annual International Conference of Project Management (AICPM) - 2019 held in University of Nairobi, Kenya (UoN – Towers) from 23 – 24th October, 2019. (Host and presented papers)

2nd Annual Victimology and Victim Support Services conference (UoN Research week, 2019), UoN Towers, Nairobi, Kenya. 22nd-24th October 2019. (Host and Presented Papers)

Global Sustainable Blue Economy Conference (2018), KICC & UoN Towers, Nairobi, Kenya: **Attended as a participant**. 26th-28th, Nov. 2018

1st Annual Victimology and Victim Support Services conference (UoN Research week, 2018), UoN Towers, Nairobi, Kenya. Presented four papers entitled: **1. Property Ownership Rights and Growth of Women Entrepreneurial Ventures: Removing victimization obstacles in Makueni County, Kenya** ; **2. Maternal and Child Healthcare Programme in Kenya: Ascertaining Safety through Validity of Test Reporting in Rural Health Facilities**; **3. Access to victims and recidivism of sexual offenders: Perceptions and support systems for affected persons**; **4. Rural Roads Construction Projects In Kenya: Enhancing Performance Through Inclusive Team Diversity**. 22nd-24th October 2018.

The 7th African International Business And Management (AIBUMA 2017) Conference The University of Nairobi, School of Business, Lower Kabete Campus, Nairobi, Kenya. Presented a paper entitled: **'Digital**

Inclusion in University Education: Empowerment of Beneficiaries in Tapping Global Knowledge through Donor Funded Projects in Kenya'. July, 20th, 2017

The 12th Operations Research Society Of Eastern Africa (ORSEA 2016) International Conference, Makerere University, Uganda. Presented a paper entitled: **'Implementation Process of Project Control Systems and Performance of Rural Road Construction in Kenya'**. 'October, 20th 2016

The 6th African International Business And Management (AIBUMA 2015) Conference The University of Nairobi, School of Business, Lower Kabete Campus, Nairobi, Kenya. Presented a paper entitled: **Tactical Skills and Transformation of Emergent Youth Business Ventures: An Implication for Repayment of Constituency Youth Enterprise Scheme Loans(C-Yes) in Kitui County, Kenya'**. July, 9th – 10th, 2015

2nd AFRICE INTERNATIONAL (2015) CONFERENCE. The University of Nairobi, Kenya Science Campus. Nairobi, Kenya. Presented a paper entitled: **'Financial Management for Effective Schools: Bridging Theory and Practice through Competency Development among Secondary School Principals in Kitui County, Kenya.'** 18TH & 19TH JUNE 2015

The 7th African International Business And Management (AIBUMA 2014) Conference The University of Nairobi, School of Business, Lower Kabete Campus, Nairobi, Kenya. Presented a paper entitled: **'Community Participation in Development Projects in Kenya: Analytical Review of Factors Influencing Sustainable Water Projects in Shianda Division, Kakamega County'**, July, 11th -12th 2014

The 9th Operations Research Society of Eastern Africa (ORSEA 2013) International Conference Imperial Resort Beach Hotel, Entebbe, Uganda. Presented a paper entitled **'Relational Coordination in the Airline Industry: Getting it Right to enhance on-time Service Delivery at Jomo Kenyatta International Airport.** October, 17th -18th, 2013

The 4th African International Business And Management (AIBUMA 2013) Conference The University of Nairobi, School of Business, Lower Kabete Campus, Nairobi, Kenya. Presented a paper entitled: **'Farmers Level of Education and Training and Sustainable Irrigation of Small Scale Dryland Farming in Kitui Central District'** July 11th – 12th 2013

ODL conference on Utilization of Open And Distance Learning in Addressing Educational Challenges in Kenya Towards Fulfillment of the Vision 2030, Kikuyu Campus. Presented a paper entitled: **'The attitude of Inmates and Adult Education Custodians Towards Post Literacy Programs in Government Prisons, Nairobi, Kenya'** 18th April, 2013

ODL conference on Utilization of Open And Distance Learning in Addressing Educational Challenges in Kenya Towards Fulfillment of the Vision 2030, Kikuyu Campus. Presented a paper entitled: **'Influence of connectivity on Readiness to adopt e-Learning in Public Secondary Schools in Kitui County, Kenya'** 18th April, 2013

The 3rd African International Business And Management (AIBUMA 2012) Conference K.I.C.C, Nairobi, Kenya. Presented a paper entitled: **'The Influence Of Urban Transport Policy On The Growth Of Motorcycle And Tricycles In Kenya'** July 12-13, 2012

International Conference on Educational Reforms and Innovations in Enhancing Quality and Equity, Kenyatta University. Presented a Paper entitled: **‘Education in Emergencies: An Analytical Review of Obstacles and Solutions to Quality Education for Internally Displaced Children in Kenya’** 20th – 22nd February, 2012

The 7th Operations Research Society Of Eastern Africa (ORSEA 2011) International Conference K.I.C.C, Nairobi, Kenya. Presented a paper entitled **‘The Influence of Infrastructure on Readiness to Adopt e-Learning in Secondary schools: A case of Secondary Schools in Kitui, Kenya’** 13th And 14th October 2011

Workshop on Non-violent Action in Peace Building Organized by PEHS Projects, Silversprings Hotel, Nairobi, Kenya. Presented a paper entitled: **‘Restoring Human Security Through Indigenous Nonviolent Peace Building Strategies’**, 29th-30th June, 2011

3rd ACDE Conference and General Assembly in Dar es Salaam, Tanzania. *Posted a paper entitled ‘Open and Distance Education as a Strategy for Improving Higher Education in the 21st Century in Kenya: A Case of the University of Nairobi’* July 12th- 15th, 2011

2007- (Annual conference for post graduate studies-CUEA). Presented a paper entitled **‘The role of school leadership in promoting moral integrity among students in secondary schools in Kenya’**

2006- (CUEA) Presented a paper entitled **‘Designing a visionated and practionated system of education in Kenya in the light of patristic education’.**

2006 (Seminar of education and Development – CUEA) Presented a paper entitled **‘Challenges of private university education in African Countries: A comparative Perspective’**

2005- (HIV Awareness Conference – CUEA). Presented a paper entitled **‘Gender and HIV/AIDS: Women can make a difference’**

2004- (Buruburu Church of God – Youth Seminar). Presented a paper entitled **‘Managing study time to pass exams’.**

11.0. RESEARCH

August 2020- Present: Lead Investigator: Integrated Context Analysis (ICA). Using the innovative 3PA planning and design tools to develop and strengthen National and sub-national level planning capacities. Development of a draft National and urban Integrated Context Analysis (ICA) report Funded by World Food Programme;

Conducted EGMA Midline Study as a regional coordinator for Muranga , Kiambu and Kirinyaga counties; Promin Consultants Limited for ministry of education state department for basic education, Kenya GPE Primary Education Development Project to evaluate the level of mastery of mathematics by standard two pupils(2018). Sponsored by Government of Kenya

Evaluated the socio-economic effect of the Transparency and Communication Infrastructure Project (TCIP) in Kenya (2016)

Monitoring and Evaluation Review of Kenya Transparency and Communication Infrastructure Project (2016)

Enforcing Quality Practices in Higher Education and Industry. The Legal Frame towards Quality Assurance in Higher Education (2011) and the other one Level of Faculty and Post Graduate students in the University of Nairobi (2011)

Conducted survey for the Public Service Transformation (PSTD), office of the Prime Minister as an assistant researcher for Promin Consultants Limited to establish the level of customer satisfaction with the services offered by the Government Ministries, Departments and Agencies [MDAs] (2010). Sponsored by the Government of Kenya

Conducted survey as an assistant researcher for Promin Consultants Limited to monitor and evaluate the NFDK's Donations Programme by systematically assessing the extent to which its beneficiaries are satisfied with the donations (2010) Sponsored by the Government of Kenya.

12.0 CONSULTANCY SERVICES OFFERED

Projects, funding bodies and collaboration

1. **August 2020- Present: Lead Investigator: Integrated Context Analysis (ICA).** Using the innovative 3PA planning and design tools to develop and strengthen National and sub-national level planning capacities. Development of a draft National and urban Integrated Context Analysis (ICA) report Funded by World Food Programme;
2. **2018: Regional Coordinator** (Muranga, Kiambu and Kirinyaga counties in Kenya) Conducted EGMA Midline Study for ministry of education state department for basic education, Kenya GPE Primary Education Development Project to evaluate the level of mastery of mathematics by standard two pupils (2018). Funded by The Government of Kenya
3. **2016-2017: County Coordinator** (Kisumu & Nyamira). University of Nairobi Enterprises in liaison with ministry of education on development of school improvement plan (SIP) consultancy for training of key stakeholders in 4,000 pilot schools under the ministry of education/world Bank Priede project on Government of Kenya grant with Global partnership in education Task was to Oversee the overall implementation of the project and reporting on deliverables
. My task as the overall Team Leader and consultant was to:
 - Oversee the overall implementation of the project
 - Oversee the regional coordinators and county coordinators
 - Oversee project reporting and ensure quality of all the project deliverables
 - Act as the project liaison between UNES and the Ministry of Education (MoE)
 - Participate in the preliminary project planning and consultative meetings internally and with the client
 - Participate in the development and the refining of the implementation plan

- Attend the key staff training organized by MoE at KICD
 - Participate in the training of supervisors and school level training facilitators
 - Supervision of school level training process in your assigned area of jurisdiction
 - Writing assignment reports and implementation plan after the school level training progress and final report
 - Participate in technical/consultative meetings with the client and similar in house meetings upon kick off of the assignment until completion
 - Participate in stakeholder report validation and debriefing workshops
4. **2016-2017: M&E Lead Researcher.** The Transparency and Communication Infrastructure Project (TCIP) is implemented by the Information and Communication Technology Authority (ICTA). The key objective of the project is to contribute to lower prices for international capacity and extend the geographic reach of broadband networks; and to contribute to improved Government efficiency and transparency through e-government applications.

Assignment

To gain a comprehensive and verifiable understanding of the direct or indirect influence of the TCIP project activities on the ICT environment within the public and private sectors.

The assignment shall be split into two parallel activities:

- Socio-Economic Survey of the Kenyan ICT ecosystem;
- Beneficiary and Impact Survey.

The specific objectives will entail the following;

- To collect data based information to assess the extent of the project's economic impact against the economic objectives laid down in the project document using the track and tracer approach;
- To collect baseline data for measuring both the quantitative and qualitative changes in living conditions of beneficiaries;
- Evaluate the economic benefits and impact of the TCIP project interventions on the project beneficiaries;
- Determine intended and unintended outcomes derived from TCIP project;
- Evaluate the level of impact in terms of contribution to access to quality education by beneficiaries;
- Evaluate the level of impact in terms of how technology is helping beneficiaries create and seek employment;
- Determine the extent of savings by project beneficiaries as a result of embracing digital technology;
- Evaluate the contribution to access of reliable health care services by the beneficiaries as a result of the digital inclusion interventions;
- Assess the level of access to safe and secure shelter as a result of the TCIP project;
- Assess impact of TCIP on increased efficiency and effectiveness in service delivery and transparency;
- Evaluate quantity and quality of products of university education (research and graduates) as a result of TCIP projects;
- Assess outcome and impact of TCIP on high court registry, company registry and civil registration in Kenya (uptake of services and effect on stakeholders);

- To determine the rate of return on the project with regards to economic empowerment of the beneficiaries and project sustainability;
- To provide recommendations to improve the design and performance of the implementation of the KTCIP Project for economic impact;
- Document lessons learnt from the TCIP program.

5. **2016: M& E Lead expert.** Conducted countrywide mid-term evaluation on The Transparency and Communication Infrastructure Project (TCIP) that was implemented by the Information and Communication Technology Authority (ICTA).. **Funder World Bank**

Monitoring and Evaluation Specialist supporting Monitoring and Evaluation Department of ICT Authority to conduct Monitoring and Evaluation Review of TCIP Program

The objectives of the consultancy are:

- To determine the extent of the project's achievement against the objectives laid down in the project document i.e. how far the project has been able to demonstrate the use of ICT for improved Governance/ service delivery and increased connectivity in Government and institutions of higher learning through the KTCIP project initiatives.
- To provide recommendations to improve the design and performance of the implementation of the KTCIP Project;
- To provide recommendations to inform future KTCIP programming;
- To generate knowledge about good practices and lessons learned and

As an M&E consultant the key assignment include:

- Writing the inception Report and Implementation Plan
- Development of monitoring and evaluation tools, evaluation design and models
- Data collection, analysis, presentation and interpretation
- Presentation of the final Report to ICTA stakeholders

6. **2012: Researcher** (Northern Province of Kenya) Conducted a Survey to monitor and evaluate the The National Fund for the Disabled of Kenya (NFDK) in order to establish its strengths and weaknesses and thereby make appropriate recommendations on service delivery improvement. **Funder Government of Kenya**

The National Fund for the Disabled of Kenya (NFDK) commissioned Promin Consultants to monitor and evaluate this programme on its behalf in order to establish its strengths and weaknesses and thereby make appropriate recommendations on service delivery improvement.

The overall objective of the Survey was to monitor and evaluate the NFDK's Donations Programme by systematically assessing the extent to which its beneficiaries are satisfied with the donations.

Specific Terms of Reference were to:

- conduct a study of the key policy documents such as the current Donations policy, strategic plan and reports made so far vis-à-vis the Trust Deed;

- do a random sampling of about 30 individuals in sampled Districts and 2-3 institutions per Province, taking cognizance of geographical spread;
 - develop questionnaires for the sampled individuals, institutions and key stakeholders;
 - undertake data collection of sampled populations;
 - collect and analyze data and evaluate the results achieved against the objectives and targets of the Fund;
 - determine adequacy and relevance of indicators/objectives in the Strategic Plan;
 - identify lessons learnt as well as any gaps in service delivery and provide recommendations for improvement of the services; and
 - Prepare and submit a final monitoring and evaluation report based on findings from the exercise
7. **2009-2011: Education for Change: Developing Higher Education Programmes in Peace Studies and Human Security Project in Kenya and Uganda.** Participated in Delphe project in a joint curriculum development between the University of Nairobi in Kenya, Coventry University in UK and Makerere University in Uganda for the Master in Peace Education **Funder DFID and British Council. Participated in Delphe project** in a joint curriculum development between the University of Nairobi in Kenya, Coventry University in UK and Makerere University in Uganda for the Master in Peace Education. Tasks covered the following thematic areas underpinning the Delphe project over a three-year period: Curriculum Development, Research work, Training and Capacity building, networking and Dissemination of Information and Publications. Sponsored by DFID and British Council
8. **2010: Researcher-** Task was monitoring and evaluation of performance of service providers' country wide. by the Government Ministries, Departments and Agencies [MDAs](2010) by The Public Service Transformation (PSTD), office of the Prime Minister, **Government of Kenya**
- The Public Service Transformation (PSTD), office of the Prime Minister engaged the services of Promin consultants to monitor and evaluate performance of service providers' countrywide. This was done through a survey to establish the level of customer satisfaction with the services offered by the Government Ministries, Departments and Agencies [MDAs](2010)
- The primary objective of the Survey was to establish level of customer satisfaction with services offered by Government Ministries, Departments and Agencies (MDA's) with a view to establishing areas of weakness and making recommendations where services fall short of customer expectations.

The specific objectives were to:

- Establish satisfaction levels of the various customers of the Government of Kenya;
- Identify the main factors that influence customer satisfaction levels in the Government;
- Demonstrate the extent to which the factors identified influence customer satisfaction;
- Establish customer satisfaction index for government services; establish the level of understanding and use of the Citizen Service Delivery Charters;
- Identify areas of service that do not meet the expectations of Government customers;
- Identify actions to sustain and enhance customer satisfaction levels;

- Determine the level to which Performance Contract targets are cascaded to departments and institutions; and come up with appropriate action plan/recommendations for addressing the emerging issues from the Survey.
9. **Holistic Education Consultancy Service-** Offer academic and career guidance to students and mature entry learners to encourage them achieve their academic dreams. Mentor my students to ensure that they realize the value of publishing their work to contribute to knowledge.

13.0 KEY ACHIEVEMENTS

2013- Date: Managing The School of Continuing and Distance Education which has a population of well above 13,000 students spread over the country (Kenya) in my capacity as associate Dean and now the Dean

2007 – 2013: managed Garissa Extra-Mural Center in North Eastern Province and its sub-centers (Kitui, Mwingi, Wajir South, Wajir North, and Mandera. I started the first class in 2008 and so far, the center has made it possible for over 600 certificate, 180 diploma and 26 master's students to graduate.

2008- 2013: opened five sub-centers to serve the people in the vast North Eastern Kenya [Kitui-Multi-purpose institute, Mwingi –Kitui Mwalimu Sacco, Wajir South-Wajir High School, Wajir North- Wajir-Arid Primary School, Mandera- Mandera Youth Polytechnic and Machakos-ACK church]

2009-Present- participate in authors workshops organized by the Center for Open and Distance Learning and now by ODeL Campus to write study materials for Distance education learners

Since January 2010 to date: Have participated fully in the development and review of the curriculum in all programs offered in the school. These include: short courses, certificates, diplomas, degrees, Masters and PhD.

2010 to date Participated in reviewing the School strategic plan and ODeL campus strategic plan.

14.0 AWARDS:

2021: Awarded certificate for best performing school in 2020 by the University of Nairobi

E-Text book grant for writing undergraduate book (current on-going 2019)

Sponsored by the University of Nairobi to do a course on Mainstreaming Adult/Non-Formal Education into Education Sector Plans June-Dec, (2018), UNESCO

Best Provincial Award for composing the best shairi on “If you are too young to vote do not smoke” – worn a TV set, Trophies and T-shirts for Our Lady of Mercy Girls Secondary School, Nairobi

Present winning mashairi and topical songs at National level where trophies and certificates are awarded to school and individual students.

Money token for producing good results in all schools that I have taught

15.0 RESOURCE PERSON

2019: Made presentation on **customer care and code of ethics and Telephone etiquette** to staff of Nyandarua County at the proposed University of Nyandarua

2019: Made presentation on **'Management of data collection process and data quality'** for university students at UoN Towers

2018: Made presentation on **'Management of data collection process and data quality'** for university students at UoN Towers

2017 Made a presentation on **'Criteria for Quality Assurance in ODeL(Institutional Requirements)'** at UoN Towers

2017: Made a presentation on **'Overview of the reviewed Regulations and CUE guidelines'** for PhD Supervisors, held at ODeL Lab. Kikuyu Campus

2000-2007: Made presentations in secondary schools such as Machakos Girls High School, Hospital Hill, Highway school among others, on **How to tackle examinations** especially Kiswahili

16.0 E- CONTENT CURRICULUM DEVELOPMENT

1. Participated in developing Masters in Monitoring and Evaluation curriculum, Department of Open Learning, University of Nairobi
2. Participated in the development of the Doctor of Philosophy in Project Planning and Management curriculum Department of Extra-Mural Studies, University of Nairobi
3. Participated in the development of the Bachelor of Project Planning and Management curriculum, Department of Extra-Mural Studies, University of Nairobi.
4. Participated in the review and development of the curriculum and e-content for the Master degree in Project Planning and management Course for the University of Nairobi(January – December 2010)
5. Involved in a joint curriculum development between the University of Nairobi and Makerere University, Uganda for the Master in Peace Education.

17.0 COMMUNITY SERVICE

- i. **2018: Regional Coordinator** (Muranga, Kiambu and Kirinyaga counties in Kenya) Conducted EGMA Midline Study for ministry of education state department for basic education, Kenya GPE Primary Education Development Project to evaluate the level of mastery of mathematics by standard two pupils(2018). Funded by The Government of Kenya
- ii. Supporting Monitoring and Evaluation Department of ICT Authority to conduct M&E review of TCIP Program by Inforsure Consultancy Service, October 2016-Dec, 2016
- iii. Survey to monitor and evaluate the NFDK's Donations programme by Promin Consultants Limited Service, 2012
- iv. Board of Management, Kwa Kavoo Secondary School, Machakos, appointed by Machakos County Government, 2016
- v. Kenya Association of Project Managers
- vi. University of Nairobi Alumni Association (UONAA/00018195)
- vii. AFRICE: Africa for Research in Comparative Education Society
- viii. International Project Monitoring and Evaluation Society (IPromES)

18.0 PREVIOUS WORK EXPERIENCE

1991-2007: Ourlady of Mercy Girls Secondary School-Nairobi

1990- 1990: Agha Khan High School Nairobi

1986-1989: Sacred Heart High School, Mombasa

1985-1986:Changamwe Secondary School, Mombasa

19.0 REFEEREES

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