

CURRENT POSITION **Communication Lead , Sahjeevan** - Work to Develop and execute communication strategies and themes. - Create content like case studies, media articles, advocacy materials, & audio-visuals. - Document field experiences & research for advocacy. - Manage media, social media, and website updates. - Coordinate with stakeholders for resource mobilization and project communication. - Support thematic leads with tools for efficient project management.

PAST EXPERIENCES

Sr. Communications Officer *The George Institute for Global Health* *Jan'23 - July'23*

I was responsible to :- Execute and help strategising website, newsletters, fundraising mailers, & press releases. - Assist in strategising & publishing annual reports and developing content for collaterals. - Support organization of online & in-person events, with strategizing, managing & drafting. - Build relationships with journalists and track media coverage. - Draft social media posts and support execution of social media campaigns.

Senior Communications Officer *Heifer International, India - Hatching Hope: Accelerating Incomes Through Diversification* *Jun'21 - Feb'22*

I streamlined communication and managed relationships with government, stakeholders, existing donors, and prospects within India and globally. I supported the positioning of the Project and the organization at a community level, regional, national and global; which includes curating, strategizing and providing background information and facilitating media access at all levels on behalf of Heifer International Programs in India. I am also responsible for ensuring that project information is packaged, disseminated, and utilized by appropriate users in conformity with the country's program agenda, systems, and procedures.

Equality & Diversity Coordinator *The University of Manchester* *Nov'19 - Dec'20*

- Support students, focusing on women, from varied communities with information, events and awareness campaigns. Responded to complaints
- and provide information on options to deal with them Liaised with various groups and relevant organisations e.g. the police, local councils, NHS
- trusts, etc. to find solutions for the complainants

Dissertation Research (Univ of Manchester) *Floods creating traps of poverty and vulnerability in Assam* *May'20 - Oct'20*

- Established how natural disasters cripple the socio-economic and political aspects of life, keeping the poor marginalized and exposed to high risks, inducing irrevocable traps of structural poverty and persistent vulnerability, making it difficult for the poor to rise out of poverty.
- Used the Political Economy Framework to examine the recurrent floods of Assam, India and verify how and to what extent poverty increases vulnerability in the face of disasters.

Content Creator & Media Strategist *CARE India Solutions for Sustainable Development - Project SWITCH Asia - II in Orissa and Chhattisgarh (India)* *Aug'17 - Jan'18*

- Prepared reports & case studies on learnings that emerged from working in the field.
- Documented & Strategize IEC materials and visibility contents like human stories, blogs, interviews, etc.
- Curated content for communication materials, including SMO.
- Assessed the Project's progress & awareness on the targeted groups and impact population.

Summer Internship *The Hindu, Delhi* *June'16 - July'16*

- Fulfilled multifaceted duties such as conducting elite interviews, reporting, editing, researching, fact-checking and proofreading.
- Attended press conferences and public meetings and discussed topics to address at daily editorial staff meetings.
- Links to articles - [Albinism](#), [Minimum wage](#) and [Ashwini Nachappa](#)

Winter Internship *Global Organization for Life Development, Guwahati* *Dec'16 - Jan'17*

- Counseled families with impoverished background to resolve familial tensions.
- Conducted home visits to counsel drug abuse victims and help them get rid of their addiction.
- Visited and interacted with Trafficked Women and HIV patients.

Master's Thesis (Tezpur Univ) *Human Trafficking and Media Response* *Jan'16 - Dec'16*

Collected data from NGOs and Childline and analyzed it to provide insights on the topic 'Human Trafficking and Media Response: with special reference to women trafficking in Assam'.

Winter Internship *Assam State Human Rights Commission* *Dec'15 - Jan'16*

Conducted a comparative analysis of cases on Human Rights violations against women registered under the State Human Rights Commission in the year 2005 and 2015 and analyzed their nature, number and media coverage. The study showed vast scale of difference in media coverage

- Created articles & social media content on medical & healthcare, based on site visits, community visits & ground research.
- Analyzed the health economy of the region and various initiatives for research-based articles and contributed to the founder's personal blog.

EDUCATION

M.Sc International Development: Poverty, Inequality and Development	The University of Manchester	2019-2020
M.A. (Mass Communication & Journalism)	Tezpur Central University	2015-2017
M.A. (English)	IDOL, Gauhati University	2014-2017

SKILLS

- Computer proficiency and related software knowledge (including MS Office & G Suite), with basic data analysis skills including R.
- Curate Journalistic & Communication Materials- Reports, Articles, Newsletters, Brochures, Press Releases, Advertisements, etc.
- Prepare Gantt Charts, Monitoring & Evaluation Plan and create Project Proposals
- Efficient in developing Logical Framework Matrix (LogFrame), Soft Systems Methodology, Stakeholder mapping, and Project Planning Matrix.
- Effectively deliver Participatory Appraisal Methods and overall Project Portfolio Management.
- Fluent English & excellent communication skills. Proficient in Hindi and Bengali

PROJECTS

- Volunteer : Volunteer at Royal Voluntary Service U.K - a national NHS Volunteer Responder working on supporting the elderly. Unibuddy
- Ambassador (2019-2020) : Student ambassador for a web-based platform representing the University to prospective students.
- *Photography Project (Nov'15 - Dec'15)* - Shot and presented in an exhibition 20 photographs clicked using varying photographic styles and techniques such as- Macro, Motion, Night, Portrait, Silhouette, Street, Sunrise.
- *Time Cycle (March'16)* - Produced a 140-second short film employing the technique of continuous shot. Continuity Shot presented in a single column format having more than 16 shots using various angles such as- Mid shot, Close up, Low Angle, Grand shot.
- *TechXetra-Oct'15 - Nov'15 - The After Movie* - Assisted in movie production to capture the moments and events of the technical event of Tezpur University - TechXetra.

SUMMARY

Goal-oriented and innovative Development professional, proficient in handling multiple stakeholders and working with varied CBOs. Come with recent experience in urban and rural community development, and with adequate knowledge of media competencies, project planning & management, policymaking & socio-political economic analyses. Have multicultural exposure with experience of problem solving, teamwork and strong interpersonal communication skills. Willing and competent to travel extensively - within India and globally.