

I am an MSW, working with a CSR unit of a premier academic institute and having experience working with reputed Corporate, International, National NGOs, corporate and Government of Gujarat.

**Educational Profile:**

**2007-09:** Master of Social Work (MSW), MSS Institute of Social work, Nagpur University.

**2005-06:** Post Graduate Diploma in Social Development & Organization Management,  
Faculty of Social work, M S University of Baroda, Vadodara.

**2004-05:** Post Graduate Program in Development Management from Behavior Science Centre, St. Xavier's College, Ahmedabad.

**2000-03:** Bachelor of Commerce (B.COM), Gujarat University.

**Core Competencies**

Liaison with stakeholders	Project Sustainability	Project budgeting	Need/impact Analysis
CSR Initiatives & Monitoring	Resources Utilization	Baseline survey	Skill Initiatives
Stakeholder management	Project Management	Documentation & Reports	Research

**Professional Experience:****MICA****Manager, Partnership (September 2019 to till date)**

My role is to lead a unit of MICA called Centre for Development Management and Communication (CDMC) and lead all MICA's development sector partnership project with the Government, Corporates (CSR), UN agencies, NGOs.

- Developed project proposals for CSR projects, research projects, capacity building programs, short-term and long term online and offline course curriculum for Government functionaries of Health Department
- Research studies
  - Qualitative research study on Social and Behavior Change Communication in Health
  - Study on awareness level on COVID 19 among frontline health workers in Gujarat
  - Psychosocial Impact of COVID 19 crisis on young people
- Organized capacity-building programs on communication and impact assessment for Government functionaries from Directorate of Information, Social Justice and Empowerment Dept., Dept. of Health and Family welfare
- Strengthened partnership with UNICEF and supported on various programs on health, education, sanitation, child protection and rural development

**Cadila Pharmaceuticals Ltd (CPL).****Manager - CSR (January 2019 to September 2019)**

My role was to develop impactful CSR projects aligned with the vision of the organization and implemented the projects single-handed. Mobilized resources to ensure successful execution of each project. Recorded baseline of each project to measure impact at regular intervals. Designed projects that are aligned with the Government's programs and Identified internal and external stakeholders. Developed annual budget for CSR based on Sec 135 of Companies Act 2013.

**Education:** Improving the quality of education through strengthening of teaching-learning process and encouraged peer learning at the village level. Strengthened school library and carried out various activities that improve communication skills and boost the confidence of students and youth.

**Healthcare:** Ensured quality of healthcare service that is accessible and affordable to the needy by organizing multi-speciality health camps at villages. Strengthened VHSNC to carry out health, sanitation and nutrition-related activities with the support of local health facility. Initiated 'Anaemia' eradication project with 4000 women and adolescent girls in 35 villages of Ahmedabad and Bharuch.

**Women Empowerment:** Rolled out livelihood projects for social and economic empowerment of women. Self-Help Group (SHG) formed in villages to commence livelihood projects like Khatla Bharat (embroidery), Sewing and tailoring, papad and fryums making with more than 100 women. Women trained with soft-skills, entrepreneurship skills, marketing and accounting thru organizations like SEWA and employee volunteers of CPL.

**Rural development:** Supported the village panchayat to improve rural infrastructures like common utilities; identified skill set for youth to make them employable. The community library was initiated for youth to prepare the competitive exams. Constant career guidance session organized with the help of subject experts and employee volunteers from CPL. Livelihood units initiated for youth to enhance vocational and employable skills. Cattle health programs organized in coordination with the local veterinary clinic.

**Environment:** Focused on creating culture of cleanliness and sensitized people on waste management and environment protection drives. Documentation of each project and ensure media and social media coverage for wider publicity and branding.

**Adani Foundation, Ahmedabad****CSR Officer (January 2016 – January 2019)**

My role was to develop CSR projects and financial planning in consultation with field teams and senior management of Adani foundation and Adani Group (mainly Port, mine, power and edible oil business). Implementing and monitoring the annual plan comprising mainly educational, health and livelihood (Inc. skill development) related CSR projects in the periphery of business sites/locations within the purview of Section 135 of Companies Act 2013 focusing sustainable impactful programs. I coordinated with CSR units across 12 sites and HQ to assess the impact of programs/activities carried out under CSR. Documented impactful programs and success stories from the field. I also contributed to financial review and analysis and prepare an annual budget.

**Program Contribution:**

- Ensured proper implementation of **livelihood** programs like income generation activities, strengthening woman's groups (SHGs), Animal Husbandry (AI, breed development) and agriculture programs (fodder, vegetable cultivation, SRI etc.) Skill enhancement programs, etc.
- Planning and monitoring of **Educational activities** carried out at villages & communities, schools managed by Adani foundation; Support to Govt. / Municipal Schools, promote libraries and preparing for competitive exams.
- Planning and monitoring **health**-related programs related to Malnutrition and Anemia, operation of Mobile Health Care Units; supporting PHC/CHCs and organize health camps.
- Facilitate programmatic, **financial** planning and review meetings with all departments and locations to monitor the progress under each component and document it.
- Monitoring of existing **Skill Development** Centers and assisting in setting up new centres; linkages with partners and Govt.; linkages with placement agencies; mobilizing candidates and ensuring attendance for skill courses with coordination with Central Govt, State Govt and Corporates in PPP model.

**Save the Children, Pune, Maharashtra****Program Coordinator: (July 2015 to January 2016 – the project was laid off).**

My role was to implement (New Pilot program) web and mobile application based Health Management Information System (HMIS) and ensure effective implementation of Mother and Child Health (MCH) program by supporting and mentoring the Health Department functionaries of Govt. of Maharashtra and mentoring existing Child Protection Programs of Save the Children.

**Select Program Contribution and Achievements:**

- Mapping of existing Govt. Health functionaries, facilities (structures), training needs, reporting formats to understand the present or ongoing scenario in the state.
- Liaising and Coordinating with MoHFW functionaries to design training content (Manual).
- Strategy to roll out training and capacity building programs and constant mentoring.
- Mentored Child Protection programs carried out at Mumbai; supported in planning and execution of activities in coordination with the State and Centre Govt.
- Contributed to reforming the Child Protection Policy of Save the Children.



**Gujarat State Child Protection Society, Social Justice and Empowerment Department,  
Government of Gujarat, Gandhinagar.**

**State Program Manager: (July 2011 to April 2015)**

My role was to implement Govt. of India's Integrated Child Protection Scheme (ICPS) in all districts of Gujarat. Rolled out the national level scheme by handling Government administration, recruitment, training programs, coordination with other departments, budgeting and financial accountability to Gol and CAG.

**Select Program contribution:**

- Needs Assessment of program provision, capacity gap assessment of the staff, organized capacity development programs across the state, and outlined Annual plan
- Led implementation of the program across the state in 33 districts with 350+ team
- Monitored and upgrade the standard of care in 100+ Child Care Institution (CCI)
- Standardized coordination between the allied Govt. departments, District authorities (DM-Collector), other state Govt. NGOs, Academic Institutions, bilateral agencies like UNICEF
- Supported setting up operations of the State Commission for Protection of Child Rights
- Developed and executed Communication Strategy (IEC) & Advocacy plan with the use of print, electronic and social media; organized community-based outreach programs
- Strengthened MIS developed by National Informatics Centre (NIC) to have real-time data of children; Total two MIS were developed i.e. 1) Child Tracking System 2) CARINGS
- Prepared of annual budget evaluated financial performance on the regular interval; get it audited by internal & external Auditors at the end of FY
- Served as Public Information Officer (PIO) Under the Right to Information Act 2005 (RTI); dealt with compliances raised under CAG audit; responded Legislative Assembly Questions (LAQs)

**Select Program achievements:**

- Received National e-governance Award for implementation of "*Child Tracking System*" in Gujarat by Nihilent - Computer Society of India for FY 2012-13
- Sustainable coalition with Gujarat State Police Academy & Gujarat State Judicial Academy to sensitize and build the capacity of Police officials, Judicial Magistrates on Juvenile Justice System through advocacy with Hon. High Court of Gujarat
- Developed SOP to handle Trafficking of Children for Child labour
- Developed standard guidelines on Community Engagement and Awareness Campaigns



**CHETNA, Ahmedabad**

**Documentation and Knowledge Management Officer (April to July 2011)**

My role was spreading awareness to increase the accessibility of subschemes of National Rural Health Mission with the help of partner NGOs through building capacity, Communication material; strengthened village committees through constant mentoring and monitoring.

**Program Contribution:**

- Strengthened women & adolescent girls groups and village committees to spread awareness regarding the different sub-schemes of National Rural Health Mission (NRHM) like Chiranjeevi Yojana, Janani Suraxa Yojana, RSBY, 108 helpline etc.
- Provided mentoring support to 5 different Partner NGOs in 5 districts in Gujarat namely Sabarkantha, Jamnagar, Kutch, Vadodara, Tapi (Vyara).
- Documentation and report writing of activities, awareness programs and training carried out by Partner NGOs and by CHETNA.



**PRATHAM**

**Program Officer (August 2009 to April 2011)**

The program was to enhance the ability to read and write in local language and do basic math for 6 to 14 years of children studying in Govt. schools from economically challenged urban areas in Surat. Supported the children by providing supplementary education to increase their ability to read and write fluently. More than 350 classes started and monitored in 52 slum areas of Surat.

**Program Contribution:**

- Assessment of supervisors and Balsakhi's (teacher) knowledge and their ability to conduct classes.
- Facilitated in curriculum and content development for activity-based learning on basic Math and language; defined various activities for class management and development of TLM
- Gap analysis of existing capacity and designed appropriate capacity building program
- Set up and standardized monitoring and evaluation process for each class
- Rolled out the Read India program in Urban Slums at Surat.
- Enrolled Balsakhis to undergo Govt. Certified training courses; Mobilized unemployed youth to undergo certified skill training and ensured job placement.
- Organized awareness programs on education and employment courses in Urban slums
- Ensured Skill Development through an educational course from Pratham Community College.
- Identified and facilitated adolescents and youth for vocational training and skill development courses (PACE Hospitality Training Center – Taj Group as knowledge Partner).
- Regular Donor meetings to show-case and evaluate impact; sharing of reports and data.

**Select Program Achievements:**

- Trained over 350 youth and placed them as Balsakhi/Balmitra (teacher) in urban slums.
- Developed collaboration with Government and Non-Government Agencies and donors.
- Developed module and initiated library classes in municipal schools of Surat.

**UNITY Foundation****Consultant (June 2006 to July 2007)**

The Program was on primary education in a slum area of Vadodara city. The objective of the program was to enrol the children lives on the streets and bring them to the mainstream education system by providing them with supplementary educational. 35 bastis covered under the program at Kishanvadi area of Vadodara city.

**Major Projects Undertaken During Academic Period:**

1. "To study socio-economic condition and agency's (DSC) intervention in the village 'Valuna', (Sabarkantha district) after the watershed program is implemented."
2. "A study on absenteeism in the Anganwadi managed by ICDS in the city of Vadodara"
3. Assisted a senior researcher in the faculty of social work, M S University of Baroda for the study on "Female feticide".
4. "A study on Socio-economic and Health status of Cycle Rickshaw Pullers with special reference to Dhantoli, Takiya, Kumbhar Toli and Kachipura slums in Nagpur city"

**Software Skills**

- : M S Office, Tally 5.4
- : Working knowledge of Photoshop and Corel draw

I do hereby, declare that the particulars of information and facts stated herein above are true, correct and complete to the best of my knowledge and belief.

**Personal Details**

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PLACE: Ahmedabad

**Vijay M Christian**