

SAIMA NASEER CHANNA

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New peoples colony Lahore muhallah(Larkana

flat no 22 fifth floor plot#832 Adam Guba Building
Siddique Masjid road Iquate Colony Layeri,
Karachi



OBJECTIVES

To infuse all my expertise and experience for the core benefits of the organization and stakeholders, to accept every challenging task and remove all bottleneck towards complete satisfaction of the job and the goal and grasp something new and novel from my seniors to be utilized in every environment. I have a splendid record of achievement in the community development sector. His potential tools to carry out challenging assignments in his area of interest. She has a proven track of record and considerable experience in Field activities, monitoring and evaluation M&E, Having done Masters in Economics she has a ample experience in development sector. At present she is working with Sindh Rural Support Organization (SRSO). She initiated his career by a joining an NGO working in Capacity Building, Micro Enterprise, Education, Water Sanitation and Health (WASH), Situation Analysis of Target Area, First Dialogue with rural community, Community Organization, Need Identification of community through meetings with their capacity building, Having good Communication, Motivation and Situation Handling Skills.

EDUCATION

Matriculation

B.I.S.E Larkana 2002

Intermediate

B.I.S.E Larkana – 2004

B.com

S.A.L.U Khairpur -2006

M.A (Economics)

S.A.L.U Khairpur -2008

L.L.B

S.A.L.U Khairpur -2013

FWW

Population welfare board 2015

DIT

SBTE Karachi

LANGUAGES

- English
- Urdu
- Sindhi
- Saraiki

PROFESSIONAL EXPERIENCE

Gender & Protection Officer | 1st Feb 2023 to 30 Dec 2023

- Key Responsibilities & Authorities:
- Develop and implement gender and protection strategies and policies in the organization's programs and projects.
- Ensure that gender and protection perspectives are integrated into all phases of the project cycle, including planning, implementation, monitoring, and evaluation.
- Provide technical support and capacity building to staff and partners to promote gender equality and women's empowerment.
- Identify protection risks and vulnerabilities in project sites and design and implement appropriate protection measures in consultation with relevant stakeholders.
- Conduct gender and protection-related assessments, studies, and research to inform programming and advocacy efforts.
- Support the development and implementation of community-based protection mechanisms,
- Including referral pathways for survivors of gender-based violence.
- Develop and maintain strong relationships with relevant government agencies, UN agencies, NGOs, and other key stakeholders.
- Monitor and report on project progress on gender and protection indicators and ensure that programmatic documentation and reporting comply with international standards. Work closely with the Manager to ensure gender and protection.

Para Counselling Training or Trainers

Oct 09, 2023 to oct 10, 2023

- For the partner organizations and their rollout with flood Affected communities

Three days Capacity Building Training Gender based Violence and Protection of Sexual Exploitation and Abuse

Sept 14, 2023 to Sept 16, 2023



Edit with WPS Office

SKILLS

- Programmer /Project Management
- Negotiation, Coordination and motivation
- Excellent report writing skills
- Excellent Presentation and Communication
- Need Assessment, Impact Assessments, Budgeting and Scheduling of Project.
- Participatory Rural Appraisal (PRA), & Focus Group Discussions (FGD) & Social/ Village Mapping
- Poverty alleviation, Social Organization, Social Mobilization, teamwork & fieldwork
- Success Stories, Case Studies, interviews and Photography.
- MS-Office (Excel, Word & Power Point, Hardware, Software, adobe, Sindhi, Urdu drafting and Internet hours

PERSONAL QUALITIES

- Good coordination and communication skills
- Ability to work under pressure, independently and with limited supervision
- Ability and willingness to work and live under difficult circumstances
- Ability to engage and motivate staff in a challenging program area
- Goal oriented and visionary
- Patient, flexible and creative
- Political and cultural awareness
- Excellent understanding of "rights based" approach

Camp In charge Psychological of Project WGFSS

Legal Aid society | August 2022- December 2022

- Help in planning and coordination to reach out the communities/women and girls in relief women
- Conduct awareness session with women and girls on services available in relief camp, important of document CNICs, birth certificate, etc.
- Coordination with camp management and other NGOs working on other services. Networking with key stakeholders
- Fill out the forms of women attending the women friendly space and prepare reports or as per the directions of the line Manger.
- Development of case studies to capture qualitative output of the project.
- Coordination with the relevant departments within and outside the organization to ensure the smooth implementation of activities.

Counselor of HIV AIDS (CDC) Health services Govt of Sindh

Communicable disease control | June, 2019 to July 31, 2022

During their workday, HIV/AIDS counselors educate individuals on how to reduce the risk of contracting the virus, administer appropriate medical testing, and provide counseling after positive test results to help clients cope with the presence of HIV/AIDS. Due to the fact that these counselors need to possess accurate knowledge about the disease, know the best methods for preventing infection, and understand the available support services, the following are the rather extensive steps required to legally practice as an HIV/AIDS counselor

Social Organizer of Project Chino

Devcon Nawabsah | August 15, 2016 to 14th March ,2017

- Mapping of target area
- Identify target communities and mobilize groups
- Aware and facilitate communities and conduct meetings with community members including children, parents, teachers etc.
- Worked for child rights
- Aware in community three right of child Health Education protection
- Maintaining data and reports of community mobilization sessions & meetings
- Liaison with other partners/stakeholders working in target area
- Support to CMAM follow-up cases.

Counselor of Project Postpartum Family Planning

Devcon Shakirpur |28 April 2016 to 30June, 2016

- Conduct assessments and surveys in the field to understand vulnerable families' practices and knowledge related to hygiene, and to identify their most pressing needs
- Conduct hygiene promotion sessions in the field
- Report your activities to the management
- Represent Devcon and its Hygiene Promotion activities when necessary (during) meetings, or in other programs) maintain an accurate reporting and data management of activities.

Social Organizer project. Community development program CDP

Sindh Rural Support Organization (Larkana) | 18 November, 2014 to 03May, 2016

- Mapping of target area
- Identify target communities and mobilize groups
- Aware and facilitate communities and conduct meetings with community
- Conduct trainings of Poor community for skills development Maintaining data and reports of community mobilization sessions & meetings Liaison with other
- Partners /stakeholders working in target area Open training centers.
- Run skills development training center assigned by supervisor



Enumerator of Project Early Grade Reading Assessment (Qamber, Shahdadt)

Management Development Center (MDC) | Aug 23, 2014 to Sep 22, 2014

- Household survey.
- Data Collation.
- Interviews of Female & Male.
- Health, Population.
- Child Health.
- Anthoropmey.
- Wash, Shelter
- Interviews of House head
- Prepare Reports

Medical Information Officer Project: Family Planning

Green Star Social Marketing | Dec 02, 2013 to 10july, 2014

- Follow work plan in Larkana Region (Larkana, Ratodero, Naidero, Warah, Kamber, Shahdadt & Madaeji).
- Motivate doctors through detailing FP.
- Provide all method and information about FP to doctors (All advantage & disadvantage).
- Inform doctors about product.
- Daily follow up Doctors and chemists.

Counselor of Project Family Planning Reproductive Health (Larkana)

Marie Stopes Society | June 18, 2013 to Dec 01, 2013

- Formation of Female Groups
- AREA OF Conduct meeting ruler area
- Live Stock & FP chart
- To mobilize communities for FP
- To awareness all family planning method
- Advantages and disadvantages' information for Mervin
- Mobilize for female tubular legation
- Proper prepare station of counselor

Counselor of Project Family Planning Reproductive Health

Green Star | March 01, 2012 to May 01, 2013

- Formation of Female Groups
- AREA OF Conduct meeting ruler area
- Live Stock & FP chart
- To mobilize communities for FP
- To awareness all family planning method
- Advantages and disadvantages' information for Mervin
- Mobilize for female tubular legation
- Proper prepare station of counselor



Polio Awareness Campaigner of Project Polio Camping

Sindh Rural Support Organization (Larkana) | Jan 21, 2012 to Feb 3, 2012

- Serve local area and community
- Awareness or educated and non-educated for polio
- Awareness satin through Community Meeting
- Facilitate to Poor Community members about Family Health
- Manage Reports Daily, weekly and monthly.

Dispenser/Motivator (Shikarpur) Project: CHM/PSP

Pakistan Red Crescent Society | Dec 01, 2010 to May 30, 2011

- Develop material on Health & Hygiene
- Carryout community assessments within in field areas to assess the issues pertaining to hygiene
- Impart session to children and parents on significance of health & hygiene practices To work for the promotion of Health & Hygiene practices at community level Regular field visits of to various field areas to observe the wash facilities Conduct meetings with community and figures such as parents, teacher etc.
- Written and verbal reporting on progress on weekly basis
- Assist the Health Coordinator in all other issues related to the Development and implementation of the emergency and rehabilitation Health program
- Red crescent in all matters related to the functioning of the MHU Undertakes any other tasks assigned by supervisor..

Enumerator of Project Early Grade Reading Assessment

VTT GLOBEL MANGMANT |1st March, 2010 to May 10, 2010

- Organize an appropriate area to conduct the testing in coordination with the QSO
- Randomly choose 15 students per grade following the sampling procedures
- Administer the SRB to student objectively and in a friendly and technically/methodologically correct manner
- Ensure that all marking in completed SRBS is clear, precise, and in line with the student responses (see Annex 1 daily checklist for forms#01- 04)
- Review marked data with other team member at the close of the day at the brief session to ensure correct marking and accuracy
- Prepare and deliver all completed SRBs to the QCO daily

TRAININGS ATTENDED

- 03 days training on Proposal Writing & Skills Development by SHAOOR • FOUNDATION @ Islamabad.
- 06 day turning in EGMA &EGRA Assessment organized by (MDC) Karachi.
- 02 days Training on Sales & Marketing @ Multan Organized by Green Star Social Marketing.
- 03 days Training on First Aid and Hygiene Control @ Karachi Organized by Marie Stops Society.
- 02 days Training on IP Protocol @ Hyderabad Organized by Marie Stops Society.
- 03 days Training on English contents and Pedagogy at (PPRS) project Larkana.
- 03 days Training orientation & Assessment Tools development (PPRS) Karachi.
- 04 days Training on Hygiene Organized by Pakistan Red crescent society. • One day Training on polio Campaigns organized by UNICEEFFF.
- Orientation Training and Workshop 2 days at MNCH.
- Two Days Training on FP communication and counseling skills (Sukkur)
- 3day capacity building of key stakeholders' in the flood affected district Pakistan for protection of housing land and property rights by the united nation human settlements program. January 15,16,17,2024 Royal Taj Sukkur
- 3day workshop to explore Advocacay need among civil society organization and co create solution in improve Advocacy for family planning during crisis situation 23.25.january, 2024 Avari hotel Karachi.

