

SUSAN OPOK TUMUSIIME

CURRICULUM VITAE

KEY SKILLS AND EXPERIENCE

I am a passionate, strategic, goal oriented and people centered Executive with 20 years' experience in development and humanitarian work. Currently, Executive Director of the Forum for African Women Educationalists, (FAWE) Uganda, and been at the helm and created impact in three other organisations all working to improve, and promote the wellbeing of under privileged youth, particularly girls at secondary, tertiary and vocational levels through education; Windle Trust International in Uganda, Promoting Equality in African Schools (PEAS), and Nurture Africa. I also lectured Community Development at Uganda National Institute of Special Education (UNISE). I engaged at policy, programme, and implementation. As a strategic individual, I have initiated processes that led to programme development, identified, influenced and supported institutional change management and systems strengthening processes, policy initiation and advocacy, fundraising and enhanced strategic partnerships and networking at local, national and international levels in support of organizational mandates. I have also initiated researches as a strategy for institutional growth, enhanced organizational efficacy and accountability. I am on various boards, an entrepreneur, supported economic empowerment projects to augment incomes of vulnerable persons, particularly women and youth. I am a team player, dynamic, communicator, possess excellent conceptualization, analytical and report writing skills. Importantly, I represent the female gem that girls and young need as a role model, mentor and coach.

EDUCATION

MSc Management of Natural Resources and Sustainable Agriculture, 2001, Agricultural University of Norway, AS

Thesis: *Forced Migration and Resource Use Conflicts: A study of IDPs in Northern Uganda*. Included participatory action research with local leaders and affected individuals in Gulu District.

MSc in Environment Science; 1998, Makerere University, Kampala

B.A (Arts) in Economics and Philosophy, 1991, Makerere University-Kampala

LANGUAGE PROFICIENCY

Language	Speaking	Reading	Writing
English	Fluent	Fluent	Fluent
Swahili	Good	Fair	N/A
Luo	Fluent	Fair	Fair

PROFESSIONAL EXPERIENCE

Executive Director, Forum for African Women Educationalists, Uganda Chapter (FAWE) Uganda. January 2018 to date

Team leader at FAWE Uganda, providing strategic program, financial and human resources management and oversight in order to meet FAWE's mandate to facilitate gender equity/ equality in education for girls. This includes education support through scholarships and bursaries to facilitate access and completion for secondary, higher education and skills training. Steer advocacy for education policies; Higher Education Certificate (HEAC), Reentry for pregnant and young mothers, Sexual and reproductive health rights and second chance education for vulnerable girls. Embedded within this is policies that facilitate prevention of violence against girls/ women, SGBV and child marriage. I engage in strategic partnership development and networking with government, civil society, institutions (NCHE, MoES, MGLSD), individuals and communities. Partnerships with Higher institutions have led to expansion of education opportunities for girls through (CSR) sponsorship. Enhanced capacity building on gender responsiveness pedagogy in education institutions including universities fostering positive attitudes and practices for gender transformative education. I have so far initiated three researches to facilitate evidence based planning; "Situation of, and impact of Covid 19 on school going girls and young women in Uganda," "Impact of covid 19 on education and employment of persons with disability," and "Post Covid 19 situational analysis on access and retention for girls in primary and secondary schools in Uganda." My work with FAWE Uganda has enhanced programming and partnerships, increased visibility of the organisation,

✚ **Director and Advisor, Enterprise Development Finance (EDF), February 2015 to 2021**
Initiated, planned and provided strategic oversight to Enterprise Development Finance (EDF), a microcredit institution in Naguru slum, Nakawa division, Kampala district and in northern districts of Gulu, Nwoya and Amuru. I started EDF in Gulu district, in 2015 to provide capital to enhance small business enterprises for vulnerable persons, especially youth and women engaged in micro businesses in order to improve their economic capacity to provide for their families. In Naguru slum, the institution majorly worked with women and men engaged in micro business (hawking and market vending, retail business, brewing, stationary business, salons, sale of second hand clothes and males in boda boda trade, creating improved livelihood for slum inhabitants.

✚ **Country Director, Nurture Africa, October 2015 – November 2016**
Nurture Africa is an Irish Charity, registered both as a local and International NGO. As Country Director, I provided strategic oversight and management of the country programme, ensuring effectiveness and efficiency in delivery of programmes, strengthening of systems, financial management and managing of organizational assets and resources. Nurture Africa provided services in primary health, specifically HIV/Aids and other clinical services; Education support for infected and affected children and youth, Child protection, Economic empowerment for girls and caregivers, and youth programming (SRH, vocational training and entrepreneurship), and supported over 4,000 direct/indirect beneficiaries. A key contribution to Nurture Africa, enhanced professionalism, systems strengthening, and construction.

Achievements:

- Supported the strengthening of organisational systems and controls, i.e., programmes and Financial management for effective implementation
- Provided leadership of, and management of staff and volunteers, and significantly increased staff's capacity in programmes/project planning and implementation, enhanced quality and pace of programme planning, budgeting, procurement, M & E, and reporting
- Coordinated the development, and reviewed the Country program annual plans and budgets, Results frameworks for Nurture Africa's Health (HIV/AIDS and PHC), Economic empowerment, Education and related interventions.
- Input into and reviewed organisation concepts and proposals, organized funder visits, and participated in fundraising drives both locally and internationally.
- Drafted, reviewed and guided the development of organisational policies (HR, Finance & Procurement, Education, and Livelihoods)
- Monitored overall budget utilization, ensuring appropriate and efficient utilization based on allocation
- Supervised Nurture Africa team and ensured staffs adhere to organization's policies, and supported the recruitment of competent staff for all programs.
- Worked to revamp Nurture Africa's local board's engagement in organisational governance, achieving 100% positive response
- Represented Nurture Africa at both national and international networking, and fundraising

✚ **Country Director, Promoting Equality in African Schools (PEAS) Uganda, February 2011 - January 2015:** PEAS is a UK-based charity/social enterprise hybrid with an innovative school financing model that aimed to sustainably expand access to quality, low-cost secondary education in Uganda and Zambia. My role was to provide strategic oversight, guidance & leadership, management and facilitate the achievement of strategic vision & objectives within given budget;

Achievements:

- Steered organizational change management/ transition process, spearheading strategic management of country programme, initiated, and facilitated positive relations with the Ministry of Education and Sports that supported advocacy for improved Public Private Partnership on USE, including overseas travels for MoES staff to acquaint with PPP in the UK;
- Liaised with, and facilitated in country donor interactions with the country office, government, partners, communities and students, ensuring donor coordination, provision of technical and strategic considerations and reporting.
- Created an environment that facilitated a change in strategy and adherence to quality education over quantity of schools
- Contributed to fundraising drives through making presentations at local and International fundraising drives

- Led the planning and strategic support framework for PEAS Uganda country office and schools network, ensuring coordination and efficacy in site identification, implementation, accountability and reporting.
 - Supported improved education service provision in PEAS secondary schools through – Planning/Coordination, supervision and follow up with Ministry of Education and Sports, District local governments, and Education Office,
 - Superintended over school's infrastructure development and procurement processes, overseeing new construction, renovations (classrooms, teacher houses, kitchens, toilets etc) and equipping (desks and learning material) in 24 schools.
 - Coordinated and led the development of the annual work plan and budget, and over saw the annual audit process, hence improving finance management, leading to un qualified audits.
 - supported the strengthening of leadership capabilities and envisioning of staff, creating systems/process for operational efficacy,
 - Initiated the creation of regional offices, and consequent recruitment of both programme and financial support systems;
- **Team Leader/ Programme Officer, Windle Trust Uganda- Acholi Bursary Scheme, Gulu, Uganda; December 2010- January 2011.** (Windle Trust, Uganda -Acholi Bursary Scheme was a humanitarian programme supported by the Dutch Government. It aimed to contribute to Reconciliation, Reintegration and Reconstruction of war affected youth in the Acholi sub-region (Gulu, Kitgum, Pader districts) by supporting increased access to secondary education and vocational training of 3,500 annually). I led and supported the team in close out of the Acholi Bursary Scheme Office, engaging in closure activities, e.g., support to audits, write end of project report, radio programmes & hand over to donor (Dutch embassy)
- ✚ **Senior Programme Officer, Windle Trust Uganda- Acholi Bursary Scheme, Sept 2007 – Dec 2010.**
 - Initiated and implemented programmes and programme exit strategies concurrently, which involved advocacy, referrals, liaison, counselling of beneficiaries; dissemination of information and formulation of possible livelihood programmes for students;
 - Refined internal definition of young/child mother/ heads of households, and beneficiary eligibility criteria for supplementary termly allowances; managed termly supplementary allowance distribution process.
 - Liaised, networked, facilitated and raised awareness among district leaders, school management, parents/guardians, and development partners about key programme and education issues in the sub-region.
 - Verified, monitored, and provided capacity building and mentoring on various topics (conflict resolution, life skills etc) to secondary and vocational school students and teachers to improve educational access and quality in Gulu, Kitgum, Amuru and Pader districts
 - Coordinated the provision of professional psychosocial support and counselling to traumatised beneficiaries, mainly former abductees.
 - Developed workshops and mentoring activities to improve beneficiaries' well-being and ability to remain in school - especially females.
 - Assessed and monitored WTU-sponsored school construction and other infrastructural development in partner schools.
 - Wrote quarterly and monthly programme progress.
 - Organised and facilitated community meetings to build support for education, including girls' education.
 - Initiated and facilitated precedent-setting inspection by government's Directorate of Education Standards Agency of secondary schools throughout Acholi sub-region.
 - Represented the programme in district education sector meetings.
 - Initiated and led monthly Student Affairs Committee forum (SAC) to monitor beneficiaries' compliance with terms and conditions of bursary support & identification of policy issues arising out of interaction with students.
- ✚ **Acting Programme Manager, Windle Trust, Uganda Acholi Bursary Scheme, Gulu, Uganda, June 2006 to July 2007**
 - Provided overall coordination and management to major post-conflict secondary and vocational education support programme in the Acholi sub-region.
 - Led in the recruitment, verification and placement of project beneficiaries (3,500 annually)
 - Developed systems and processes to strengthen smooth running of the project, including work plan implementation and monitoring, and financial and human resource management.
 - Developed strategies to strengthen programme impact and effectiveness, including streamlining quality and efficiency of delivery of programme support to beneficiaries.
 - Closely liaised with local government officials, Amnesty Commission, Ministry of Education, and NGOs/agencies implementing educational and psychosocial programmes for war-affected youth.
 - Helped design and conduct beneficiary needs assessment that assessed the psychological wellbeing of beneficiaries in Acholi sub region.

- Supported planning and site selection process for WTU-sponsored school's construction/infrastructure activities.
 - Coordinated procurement processes of beneficiary scholastic and other materials.
- ✚ **Senior Programme Officer, Research & Policy, Development Research & Training (DRT) Kampala, Uganda, November 2002- February 2006** (*Development Research & Training is a local development, organisational development, research, training, and consultancy NGO*).
- Supported Research Director with design and implementation of organisation's research & policy programmes.
 - Provided organizational development support to community based organisations (CBO's) and NGOs.
 - Oversaw implementation of Mental Health and Development component of DRT in four districts of Uganda (Masaka, Sembabule, and Hoima & Masindi) for partner organisation Basic Needs UK in Uganda, which promotes basic human rights of people with mental illnesses.
 - Participated in partnership development, particularly in the mental health and development programme.
 - Oversaw and supported Human Rights & Democratisation Programme – a Danida-funded capacity-building of women in peace-building/ conflict resolution, and socio-economic development in Northern Uganda (Gulu, Pader & Kitgum districts).
 - Supported strategic planning processes and evaluations for various organisations: Human Rights Network (HURINET) funded projects in Gulu, Lira and West Nile; SOCADIDO in Teso; Catholic Relief Services, Straight Talk Foundation.
- ✚ **Part-time Lecturer (Bachelor of Adult and Community Education), Uganda National Institute for Special Education (UNISE), Kyambogo University, October 2002 to March 2004**
- Planned and facilitated lectures and presentations for adult learners in Community Development and Project Planning and Management.
 - Set and marked examinations.
- ✚ **Program Volunteer, UNDP Global Environment Facility (GEF)/SGP, June to November 2003**
- Reviewed project concepts and proposals to ensure compliance with GEF/SGP funding requirements prior to submission to National Selection Committee.
 - Provided guidance and disseminated information on GEF/SGP criteria to NGO/CBOs seeking financial and technical support.
 - Supported monitoring and evaluation of SGP portfolio at project/programme levels in various districts.
- ✚ **Food Aid Monitor World Food Programme- (Gulu) Uganda Country Office, January to July 1999**
- Programmed and monitored food assistance in Northern Uganda, including IDP feeding programmes in camps, schools, reception centres, and hospitals.
 - Supported IDP self-help development programmes, including Food for Work initiatives.
 - Coordinated activities with local government, district disaster management committee, and NGOs.
 - Organised workshops for implementing partners and target beneficiaries to assess beneficiaries' needs; designed administrative tools for project activities.
 - Monitored performance and achievements of project activities relating to general food distribution, institutional feeding in schools, hospitals, and reception centres, and Food for Work activities
 - Facilitated and conducted assessments of IDP conditions in Gulu and Kitgum, especially food security/insecurity.
 - Assessed, evaluated and reported on utilisation and impact of project resources.
- ✚ **Research Assistant, National Environment Management Authority (NEMA) and National Environment Information Centre (NEIC), Nov 1994 – 1996**
- Participated in development of indicators, data collection and analysis, and writing of State of Environment reports and District Environment Profiles for key government of Uganda NEMA body charged with the protection and management of the environment.
- ✚ **Loans Officer, Centenary Rural Development Bank (Arua/Mityana) July 1993- October 1994**
- Engaged in all day to day banking activities (Account opening, Cashier, in charge vault, reporting etc)
 - Sensitised rural women, youth and other groups about banking, loans, and credit management.
 - Advocated for involvement of women and youth in income-generating activities for sustainable livelihoods.