

## Curriculum Vitae Dr. Majida Awashreh

### Key qualifications

- 15 years of experience in program management and grants-making as team leader, program/grants manager and an independent external consultant.
- Extensive experience in the design, operational management evaluation of multi-foci projects involving social service delivery, governance and democratic participation.
- Familiarity with the operational procedures of main donors and development agencies including USAID (8 years), EU, GTZ and CIDA.
- Extensive experience in training and capacity building programs for civil society organizations, local governments and informal community groups.
- Worked with multiple groups and subsectors: human rights, education, women, youth, disabled, local councillors, civic participation bodies, electoral bodies, micro-projects, and aid distribution networks.
- Knowledge of refugee protection and service needs through academic study, professional training and involvement with humanitarian organizations.

### Education:

INSTITUTION [DATE FROM - DATE TO]	DEGREE(S) OR DIPLOMA(S) OBTAINED
University of Adelaide, Australia (2012-2016)	PhD in Social Sciences, focus on local government policy reform
University of London, UK (2000-2001)	MSc; Development Studies (focus on refugee studies, return migration and NGOs/ third sector management).
University of Bergen, Norway (1994-1996)	MPhil; English Language and Translation
Bir Zeit University, Palestine (1992-1994)	Translation Diploma (Arabic/English Languages)
Bir Zeit University, Palestine (1986-1992)	BA; English Language and Literature

### Professional Experience: Employment

Date	Position & employer	Description
October 2016 – Feb 2017	<b>Part-time Lecturer</b> <b>Arab American University</b> <b>Jenin</b>	Teaching Proposal Writing and Fundraising for Strategic Planning and Fundraising Master Program
03- 09/2016	<b>Free Lance Consultant</b> <b>Pillar Consulting – Ramallah</b>	Completed Assignments: Evaluation of the economic impact of Jalama Checkpoint on Jenin District. Monitoring the Performance of Palestinian Water Service Providers Assessment of the institutional Capacity of Palestinian Municipality Survey (2015) and prepared the methodology for the 2016 survey
09/2012- 07/2016	<b>Full time researcher</b> <b>University of Adelaide,</b> <b>Australia</b>	Researcher and PHD student Thesis: Analysis of the Outcomes of Local Government Amalgamation Policy in the West Bank (2010-2015). Field research covered 16 local governments with 48 communities

		Data collected included questionnaires from 1070 citizens, 65 interviews with representatives of local councillors and other major stakeholders' and 8 focus groups for community and familial leaders, and grassroots organizations in merged communities.
6/2008-12/2010	<p><b>Team Leader and Senior Civic Engagement Specialist</b> at the USAID-funded Local Democratic Reform Program</p> <p><b>Global Communities (formerly CHF International)</b> Palestine</p>	<p>Managed Civic Engagement Component (\$1.5 m/year) with five sub-programs in West Bank &amp; Gaza Strip, namely: Citizens Outreach, Youth Shadow Local Councils, Local Advocacy, Government-Citizens communication, and Public-Private-Civil Society Partnership:</p> <ul style="list-style-type: none"> <li>- Planning and operational management</li> <li>- Training on participatory planning approaches for municipalities, NGOs and target groups</li> <li>- Preparation of calls for proposals and assessment criteria for awarded grants, capacity building interventions, and research contracts including drafting of TORs, SOW, outsourcing contracts, sub-grant agreements and service contracts</li> <li>- Assisted with the procurement and distribution of humanitarian supplies for Gaza Strip during 2008 war and psycho-social support activities for children and youth for two years.</li> <li>- Post-award management of awarded grants and contracts.</li> <li>- Participated in study tours abroad for the Ministry of Local Government and municipalities</li> <li>- Supervised 10 youth shadow local councils: website, training and community initiatives</li> <li>- Supervised four research studies on local partnership</li> <li>- Assisted with developing annual support plans for the ministry</li> <li>- Translated all materials and publications produced by component</li> </ul>
4/2007-5/2008	<p><b>Project Advisor for Local government and civil society development program</b></p> <p><b>German Technical Cooperation (GIZ)</b> Palestine</p>	<ul style="list-style-type: none"> <li>- Developed bilingual grant making and management manual</li> <li>- Assessed the capacities of all 42 local councils and civil society organizations participating in the program, all located in the northern districts of the West Bank.</li> <li>- Developing terms of reference/ call for proposals for local councils, and grassroots organizations and vendors</li> <li>- Devised a community consultative process for project selection and planning</li> <li>- Evaluated and developed proposals for 28 project agreements.</li> <li>- Coached civic engagement specialist at the Palestinian Municipal Development Fund on project oversight and follow up of signed agreements with local partners.</li> </ul>
7/2003 – 4/2007	<p><b>Civil Society Specialist / Senior Grants Officer</b> AMIDEAST, seconded to USAID-funded <i>Project "Palestinian Civil Society Strengthening Project"</i> (aka Tamkeen)</p> <p>Palestine</p>	<ul style="list-style-type: none"> <li>- Contributed to drafting quarterly calls for NGO proposals and assessment of applications in the West Bank middle districts.</li> <li>- Managing awarded grants/contracts. Portfolio included 30 NGO grants in democracy and good governance totalling USD 2.5 million. Each grant ranged between USD 25,000 -150,000 lasting between 3-18 months and often combined public political participation with social service delivery, advocacy, legislative development, and socio-economic empowerment and research through professional bodies and private sector organizations. Finance and capacity building grants were also awarded to NGOs involved in community development, delivery of social services, and participation in public policy making. Through NGOs grantees, training, legal education, set-up finance and marketing assistance was provided to the target groups particularly household and micro-projects owned by women, youth, people with special needs in rural areas.</li> </ul>

		<ul style="list-style-type: none"> <li>- Managed support program (US\$6.5 million) for election monitoring training, voter education and candidate debates during local and national elections (2004-6). Also monitored ballot casting and counting in voting centres</li> <li>- Planned outreach and advocacy activities</li> <li>- Monitored local media reports on civil society affairs, donors programs and legislative developments.</li> </ul>
01/2002 – 06/2003	<b>Project Manager</b> <b>Bir Zeit University Institute of Law</b>  Palestine	Managed staff and activities of the European Commission's Secretariat for the Palestinian Program in Support of Human Rights under the PA (Euro 3.8), hosted at the Institute of Law. Monitored and reported on expenditures and implementation progress of all 6 projects documenting human rights conditions in the OPT and violations by Israelis & Palestinians. Prepared procurement tenders and call for proposals and tenders for end-of project evaluation and external audits.
03/1997-09/2000	<b>Planning &amp; Project Development Unit Coordinator</b>  <b>Red Crescent Society Headquarters</b>  Palestine	Assisted PRCS management and departments in project planning and proposal writing for branches, clinics, hospitals and service centres. Prepared reports to donors and PRCS publications and annual statistical reports Prepared for general assembly conferences and training events, international youth camps Participated in Vulnerability and Capacity Assessment for Disaster Preparedness in OPT Managed PRCS resource centre. Participated in developing health information system for emergency departments Participated in establishing disaster response units managed by volunteers

### Professional Experience: Consultancy

10/2011 9/2012	<b>Management Consultant</b>  <b>ABC Consulting</b>  Ramallah, Palestine	Drafted NGOs Sustainability Index Baseline for Palestinian NGOs; CHF, MSI Evaluated EC employment generation program; COOPI & Save The Children Evaluated "life without violence is possible" youth program in Salfeet; Action Aid Developed strategic plans for local committees in Jordan Valley; Miftah Conducted evaluation of organizational performance and projects; Centre for Treatment and Rehabilitation of Victims of Torture & political ex-detainees. Evaluated youth leadership program; Almawrid Teacher Development Centre Translated EC mapping study of Palestinian Civil Society in 2010, 2013 Translated municipal Strategic Development Plans; CHF international Trained board of trustees on Proposal writing; Al-Attaa' Centre for Senior Citizens, Jenin
2/2012 – 5/2012	<b>Senior Governance &amp; Civil Society Consultant</b> <b>Creative Associates International</b>  USAID-funded Community Livelihood project <b>Sanna, Yemen</b>	<ul style="list-style-type: none"> <li>- Reviewed local projects and NGO awards</li> <li>- Prepared annual plan for civic engagement component</li> <li>- Developed award procedures and terms of reference for NGO grants and capacity building interventions and other service providers</li> <li>- Oversaw funded grants during implementation and impact evaluation. Grants focused on human development with priority to health and education services for children then to women and youth through anti-child marriage campaigns, talent development, cultural/sports events, and training in leadership, entrepreneurship, tolerance and dialogue.</li> </ul>

		<ul style="list-style-type: none"> <li>- Fund raising, proposal writing and development of further programs</li> <li>- Helped with procurement &amp; distribution of food parcels through a network of volunteer committees, local councils and NGOs.</li> <li>- Supervised implementation of sports &amp; art training program for disabled children and youth.</li> </ul>
10/2011	<b>Resident Program Manager</b>  <b>National Democratic Institute for International Affairs</b> Benghazi, Libya	Helped launch NDI first support program to civil society organizations and political groups aimed to increase public political participation. Assessed capacities of potential grant recipients among local NGOs, e.g. youth & women Prepared planned intervention activities for the following year, Participated in educational material preparation and training to prospective partners. Interpretation during meetings and field visits in the eastern regions.
4/2007 - 5/2007	<b>Project Manager</b>  <b>Bir Zeit University Institute of Law, Birzeit, Palestine</b>	Developed organizational set-up for the Judicial Development and Human Dignity Project in the OPTs, funded by CIDA, Canada participated in a needs assessment of Palestinian courts in main cities, in conjunction with Canadian Justice of Peace mission Participated in staff recruitment Updated the project's operational plan and budgets for three years
8/2003 10/2003	<b>Consultant</b> <b>Heinrich Böll Foundation, Middle East Office,</b> Ramallah, Palestine	Assisted in setting up administrative structure of the regional secretariat at for EC-funded women empowerment project for 5 NGOs in Palestine, Jordan and Egypt. Developed expenditure monitoring and progress reporting systems Coached expatriate project manager and introduced him to local patterns & institutions

#### Language Skills: Competence on a Scale of 1 to 5 (1 - excellent; 5 - basic)

LANGUAGE	READING	SPEAKING	WRITING
Arabic (Native)	1	1	1
English	1	1	1

#### Other Skills (e.g. Computer Literacy, etc.):

Windows package, Project Management software, SPSS software,  
Translation of technical texts

#### Other Relevant Information (e.g. Publications, Training)

Staying on the Map: Amalgamation of Local Governments in the West Bank (2009-2014): An Analysis of the policy Outcomes on local Governments and Affected Communities in the Areas of service Delivery, Institutional Capacities and Structure, Territorial Integration, and Democratic Representation and Participation. Permanent link to thesis in Adelaide Open Library

<https://digital.library.adelaide.edu.au/dspace/handle/2440/99522>

Accounting for Return Migration in Palestinian National Development Planning (1995-2000). MSc thesis, University of London, 2001.

Linguistic Simplification in Translated Literary Texts. MPhil thesis, University of Bergen, 1996.

Participated in Vulnerability and Capacity Assessment for Disaster Preparedness in the OPT, funded by ICRC and UNICEF. [http://www.unicef.org/evaldatabase/index\\_14174.html](http://www.unicef.org/evaldatabase/index_14174.html)

## Professional Experience: Training

### Humanitarian Assistance Training:

Gender Mainstreaming in Humanitarian Action,	International Human Rights Associates, USA	6 weeks, 2012 online
Women and Men, Girls and Boys in Emergency Response	International Human Rights Associates, USA	6 weeks, 2012 online
Refugee protection, NORMIDEAST Emergency Roster,	Norwegian Refugee Council. Amman , Jordan	One week, November 2005
International Humanitarian Law for Journalists & Media Personnel	Independent Commission for Citizens Rights, Ramallah	6 days, July-Aug 2002
Basic Logistics Emergency Response Unit,	British Red Cross, London	2 weeks, June 2001
Basic Course for ICRC & IFRC Delegates,	German Red Cross, Bonn	One week, April 2000

### Governance and Civic Participation Training:

Participatory Planning Techniques	CHF International, Ramallah	One week, August 2010
Public Participation in Municipal Budgeting	MIFTAH, Ramallah	3 days, 2009
Facilitation Skills	CHF International, Ramallah	One week, 2008
Gender Sensitive Budgeting for Municipalities	GIZ, Ramallah	3 days, 2008
Community Consultation for Municipal projects Selection	GIZ, Ramallah	2 days, 2008
Planning for Impact Assessment Studies	Tamkeen, Ramallah	3 days, March 2005
Advocacy Fellowship Program	Advocacy Institute, Ramallah.	One week, May 2004

## References

Eng. Lana Abu Hijleh	Country Director Global Communities, formerly CHF International, WBG	Tel: +972 2 242 9522 Mobile: +972 (0)599 413 101 <a href="mailto:labuhijleh@globalcommunities.ps">labuhijleh@globalcommunities.ps</a>
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