

CURRICULUM VITAE

Ms. Harriet Namulondo	
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ACADEMIC QUALIFICATIONS	
Period	Institution
2015-2017	Uganda Christian University (Mukono Campus) Masters of Art in Child Development
2001-2005	Makerere University (Kampala, Uganda) Bachelors Degree in Arts (Communication skills)
1999-2000	Parvatiben Muljibai Madhivan Girls School Uganda Advanced Certificate in Education
1995-1998	Iganga Secondary School Uganda Certificate of Education
1988-1994	Busembatia primary school Primary Leaving Examination certificate

EMPLOYMENT HISTORY	
Period	Employer, Job Position and Functions
2016-Date	Centre for Transformative Parenting and Research(CTPR) Programme coordinator (SAGE DREAMS) Duties <ul style="list-style-type: none"> • Over see the implementation of SAGE DREAMS project in the districts of Gulu, Lira, Oyam Mukono, Mubende, Rakai, Mityana, Sembabule, Gomba and Bukomansimbi

<p>2010-2013</p>	<ul style="list-style-type: none"> • Mentor and supervise project staff in rolling out CTPR education model • Ensure proper resource allocation • Working with the monitoring and evaluation officer in supporting and strengthening the capacity of project staff in delivering quality services • Ensuring proper documentation and record keeping • Facilitating in educational training workshops for reproductive health, gender and HIV/AIDS <p>NGO Concern for Children and Women Empowerment – COFCAWE (Uganda)</p> <p>Project Officer</p> <p>Duties:</p> <ul style="list-style-type: none"> • Ensuring correct information sharing and coordination during mobilization for health education community trainings • Facilitating in educational workshops for children, out of school youths, motorcycle riders and parents • Providing counseling services to the community on health issues and referral for further management. • Liaising with other stakeholders in local government and other relevant structures to ensure proper monitoring of project activities • Support supervision to implementing partners(Community based organizations) • Conducting home to home follow up visits to project beneficiaries • Compiling field activity reports • Offer support supervision to volunteers and internship students in the field • Preparing requisitions for field logistics • Monitoring of logistical processes • Ensuring proper accountabilities in line with the donor requirements • Soliciting and coordinating with suppliers/service providers to ensure proper and timely implementation of activities
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	<ul style="list-style-type: none"> • Ensuring proper usage, maintenance and safety of field equipment • Handling day to day field administrative issues
2009-2010	<p>NGO Concern for Children and Women Empowerment – COFCAWE (Uganda)</p> <p>Volunteer</p> <p>Duties:</p> <ul style="list-style-type: none"> • Facilitating in gender and reproductive health issues among children and parents during workshops • Registering participants • Writing reports • Information gathering • Data entry • Conducting follow up visits • Photocopying documents • Filing documents • Helping the administrator in maintaining proper store records • Helping the administrator in updating the asset inventory
2008	<p>Uganda Youth Anti Aids Association (Uganda)</p> <p>Community Based Volunteer</p> <p>Duties:</p> <ul style="list-style-type: none"> • Identifying and mobilizing youths for educational trainings • Training women, men, girls and boys in issues of reproductive health and STDs/STIs. • Collecting data • Registering participants • Linking local service providers to project coordinators and training managers • Linking training managers to local authorities

RESEARCH EXPERIENCE:

Nov-Dec 2013	Conducted a Needs Assessment on Male Involvement in Child Care for World Vision Tororo Cluster, under Concern for Children and Women Empowerment
Sept-Nov 2012	Collaboration with Guillermo Martínez Pérez (Dept. Health Sciences, University of Zaragoza, Spain) in a qualitative research on the graphical representations of labia minora elongation by female and male adolescents in Wakiso, Uganda.
May-June 2010	Worked as a research assistant for View Point Productions (Amsterdam, The Netherlands) for the episode of the documentary series "Sunny Side of Sex", directed by Sunny Bergman and shot in Uganda. http://www.viewpointdocs.com//News/&news_id=147
Nov-Dec 2009	Collaborated with Guillermo Martinez Perez in a qualitative research on the perception of Baganda men about the practice of labia minora elongation. This study has been published in the peer-review journal <i>Culture, Health & Sexuality</i> (Martinez Pérez G, & Namulondo H. 2011, 13(1):45-57, DOI: 10.1080/13691058.2010.518772)

SKILLS AND ABILITIES

- Able to listen and effectively communicate
- Can supervise and monitor progress of activities
- Ensuring team work in any given task
- Empathetic communication with children, youths and adults
- Experience in helping people do a self discovery and realize their full potential using a psychosocial approach
- Able to work with both private and public sectors
- Good interpersonal skills
- Able to identify and analyze problems and propose solutions
- Experience in conducting qualitative research (techniques: in-depth interviews and focus group discussions)

- Excellent organizational skills
- Skills in basic office Microsoft packages

OTHER TRAININGS

October 2010	Psychosocial Approach to Community Empowerment, transformation and Development by Health Research and Development Initiatives Mbarara
August 2010	Psychosocial approaches while dealing with vulnerable children by MULEX Consultancy
July 2010	Data management by Civil Society Fund
April 2009	Planning and management of community projects by Manpower Services Uganda

LANGUAGES

1. English; Fluently spoken and written
2. Luganda; Fluently spoken and written
3. Swahili; Basic speaking and writing skills
3. Lusoga;(mother tongue)
4. Luo; Basic speaking and writing skills

REFERENCES

1. Carolyn Namutebi Byekwaso
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2. Guillermo Martinez Pérez
Dept. Physiatrist and Nursing, University of Zaragoza (Spain)
Telephone: 00265-888981995
Email: gmartinezgabas@gmail.com
3. Sunny Bergman
View Point Productions (Amsterdam, Netherlands)
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