

Varija Srivastava

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CAREER ABSTRACT



- A Post Graduate in Rural Development (PGDRD) from XISS, Ranchi along with around eleven years of rich experience in Health and nutrition, Knowledge Management and Documentation, Training, Advocacy and liaisoning, Community Mobilization, and Relationship Management in development sector.
- Expertise in managing projects on Health and Family Planning, Nutrition, Water & Sanitation, Education with children and women being the focus along with cross cutting themes of gender, inclusion & convergence. Community centric and mobilization being the essence.
- Around 11 years of working exposure with communities especially comprising women and children, tribal and vulnerable in Jharkhand, Bihar and Odisha.
- Worked with Department of Welfare, GoJ as a Consultant, Knowledge Management and Documentation under PwC to capture the interventions and initiatives under the Welfare Department of GoJ.
- Last assignment was with Girls first Fund on arranging and documenting the learning convening with their Jharkhand partners on the issue of Child Marriage and measures to curtail its practice in the state.
- Worked with IIPH-B, Public Health Foundation of India, Odisha as Consultant under Odisha State Health Policy project. Prior to that provided short term consultancy to UNDP, UNICEF, CARE and state & national leading organizations. Completed an assignment with CYSD under the Odisha Vikash Conclave covering the documentation on Health as lead documentation personnel. Have also done assignment with CARE India documenting Case Studies on Small Holders Market Linkage Program under Pathways Initiative. Also undertaken a consultancy with UNICEF Odisha on case documentation on NRC and SNUC in Odisha. In my last regular assignment, I worked with CARE India as Program Associate to Bihar Technical Assistance Support Team (B-TAST).
- Engaged in assignments of community mobilization, training, documentation and proposal writing with different agencies including UN agencies, INGO and NGOs.
- Good interpersonal skills, tact, maturity, flexibility and an empathic approach.
- Enterprising leader with competencies in establishing a team spirit among the team members.
- Possess *excellent communication skills* that have been honed through interacting with people at various levels; including imparting of training to the local communities on BCC and other aspects pertaining to life skills.
- An effective communicator with strong relationship management skills and hands-on experience in networking with Government Agencies, Consultants, NGOs, and safeguarding the interests of beneficiaries and stakeholders.

PROFICIENCY FORTE

Project/Program Management/ Community Mobilization

- Conduct Programs geared towards building competencies of target audiences and participants.
- Ensure quality delivery of funded projects involving in depth impact analysis of tasks.
- Develop and project proposals articulated for women and children

Relationship Management

- Extend support and mentor team members to execute research and project tasks.
- Liaise with Govt. Agencies, NGO's and Private Service Providers between donor and the community.
- Foster Capacity Building of Individuals, Disadvantaged Groups through education & training with emphasis on the principle of Participatory Approach.

Knowledge Management/ Documentation

- Act as a conduit for channeling dynamic resources
- Prepare quality process-learning documents, case studies and project proposals
- Prepare Process and Progress Reports to highlight analytical perspectives at organizational, project and from different dimensions.

Advocacy

- Advocacy with Government and at other forums
- Organize events in relevant forums to address and identify new opportunities.
- Quality advocacy documentation of project purposes

Teaching/ Training & Development

- Develop training programs and impart training to the target audiences
- Promote the development and implementation Teaching, Curricular and Research Programs.
- Interact with Client Organizations to assess training needs & conduct Workshops etc.
- Design Training Course, prepare Manuals, behavior & conduct practical and theoretical training programs, to enhance knowledge & skills.
- Evaluate the effectiveness of Training Programs through monitoring and evaluation viz data analysis and development of various monitoring format related to program, data presentation and need base action plan

ORGANISATIONAL DETAILS

13 February 2019 – 15 May – Department of ST, SC, Minority and Backward Classes Government of Jharkhand, as Program Manager on Knowledge Management and Documentation under PwC (Consultant)

- Interaction with communities at the grass root level to know and understand their knowledge and the amount of benefits accrued.
- Preparation of Success stories from field on Jharkhand Tribal Empowerment and Livelihoods Project (JTELP).
- Compilation of Case studies of Kalyan Gurukul on International Placements.
- Editing of Kalyan Darpan, Newsletter of Welfare Department, GoJ.
- Preparation of School Results of Welfare Department Residential Schools.

01 August 2018 – 13 February 2019 – Child In Need Institute (CINI), as Program Manager on Nutrition Advocacy Program In Jharkhand, funded by National foundation for India, (NFI)

- Documenting “voices from the field” i.e. from community in context of required advocacy.
- Moving down the line within the communities and tribal areas of Jharkhand to know and understand their knowledge on nutrition and its parameters.
- Supporting a team in selected district of Jharkhand on *Poshan Abhiyan*.
- Literature Review, Compilation and analysis of data fetched from field.
- Bottleneck Analysis of various implementation challenged in pretext of NFSA with particular reference to ICDS
- Gap Analysis documentation in context of Nutrition scenario in Jharkhand.
- Consultation workshops with the Government and other stakeholders for effective policy implementation and sharing experiences from the field in context of nutrition.
- Coordinate and liaising with government officials, partner agencies, INGOs and other stakeholders for awareness generation and team building
- Support in formulation of tool for carrying out Social audit in intervention areas.
- Supporting the partner organizations in building concepts on nutrition, malnutrition and its consequences.

27 January 2017 – 30 June 2017 – Public Health Foundation of India (PHFI) on the Development of Odisha State Health Policy, funded by Bill and Melinda Gates Foundation (BMGF)

- Data collection, Literature Review, Compilation and analysis
- Gap Analysis documentation in context of Health scenario in Odisha
- Consultation workshops with the Government and other stakeholders for effective policy formulation
- Review of literature on the policy and situational analysis of other states
- Coordinate and liaising with project staffs, government officials, UN agencies, INGOs and other stakeholders
- Support in drafting Odisha State Health Policy

May 2015 – Dec 2016 – Short term consultancy as freelancer in 1. Odisha Vikash Conclave, CYSD; 2. Pathways Initiative, CARE India for documentation of Case Studies on Small Holders Market Linkage Program 3. Case documentation on NRC and SNCU with UNICEF Odisha. All involved interacting with communities at grass root level and the role being primarily of a community mobiliser.

- Event documentation, Process, Learning and Advocacy documentation
- Developing project proposal and framework for analysis
- Coordinate and liaising with project staffs and other stakeholders
- Data collection, collation, analysis and interpretation
- Evaluate the relevance, efficiency, effectiveness, sustainability and impact of the interventions
- Documentation, Case study development and quality report generation

1st Nov'12 – 12th Feb, 2014 – Bihar Technical Assistance Support Team (B-TAST), CARE India, Patna (Bihar) as Program Associate, supported by DFID

- Assist Team Leader/ Deputy Team Leader in all program interventions to ensure smooth functioning and proper implementation both at State as well as District levels.
- Coordinate and conduct activities at district level involving the communities to enhance and upgrade their efficiency, knowledge and uptake of services.
- Coordinate with the program team towards understanding their program requirements and communicate with Team Leader/ Deputy Team Leader to ensure availability of the same
- Plan, organize and coordinate meetings and workshops for program team, on a periodic basis to ensure information dissemination and learning
- Plan, organize and coordinate meetings and workshops and information dissemination forums for donor, Government functionaries and other Gates grantees and development partners like UNICEF, DFID, NIPI and similar organizations working in the sector and media at State/National level
- Design and develop program reports for dissemination with diverse audience
- Supporting the Implementation team at state level in program management issues pertaining to budget, finance, accounts, IT and HR Issues
- Strengthen and enhance quality of program components by maintaining continuous communication with the program team
- Provide assistance to Team Leader/ Deputy Team Leader for program management and keeping abreast of all program related budget / finance / accounts / IT and HR issues
- Engaged in functioning and capacity FLW. Improved quality and quantity of FLW interactions at the community level and within households to social behaviours.
- Improve the scale and quality of community accountability mechanisms
- Leads design and implementation interventions related to FLWs and community support structures

- Prepare periodic reports, partnership status reports, and Annual Reports to be shared with donor.
- Provide support in the preparation of Annual Work Plan and District Implementation Plan in coordination with district team members
- Ensure a friendly, professional and learning environment amongst Program team
- Liaisoning and networking with government and other external stakeholders.

4th Feb'10 – 31st Oct, 2012 – Krishi Education, Health Seva Sanstha, Patna (Bihar) as Consultant

- Advance Planning: Writing project proposals on the issues capacity building
- Planning and implementing training programs
- Monitoring of the on-going activities and projet intervention
- Developing and managing communication activities.
- Report writing and documentation
- Involved in the development of appropriate training modules, job-aids and assessment tools for training and ongoing capacity building.
- Effectively liasioning with government officials at district and block level and NGOs for advocacy and monitoring of the program.
- Facilitated need assessment and Stakeholders Analysis for program, which led to the evolution of Micro-plan and Joint Implementation Plan.

1st September'09 – 3rd Feb'10– Bhartiya Jan Utthan Parishad, Biharsharif, District Nalanda (Bihar) as Project Coordinator

- Spearheading planning process mechanism for program partners on Child labour eradication and education
- Rigorous interaction with vulnerable communities for school mobilization and eradication of child labour.
- Developing and managing communication activities suitable for the communities.
- Developing partnerships for strengthening the quality of program especially for women, children and disadvantaged community
- Formulation of strategies for retention of children in schools.
- Writing project proposals on the issues related to child and women.
- Steering the training and orientation programs on gender.
- Technical support in functioning of school for child labour under NCLP along with technical support to the child labour school funded by SKN Netherlands.
- Accountable for effective liaison with various government agencies ICDS, Health both at Block & District Level, District Administration and other supportive agencies
- Documentation as preparing organizational annual report, learning documentation, Case studies and quality reports for submission to the funding agencies.

12th May'08 – 30th June'09 Population Services International (PSI), Ranchi (Jharkhand) as Assistant Communications

- Coordinate on-ground communications;(especially with the communities/ target audiences) manage time lines for implementation of projects
- Coordinate with the PR and advertising agencies and Media Houses
- Help in development of communication materials specific to local needs and gender focused, such as brochures and leaflets to promote the products and services
- Conducting pre-test of IEC Materials with necessary amendments so as to cater the masses at its best.
- Managing gender focused intervention and developing communication messages
- Impart trainings for enhanced service uptake and increase the skills for Health Care providers so that they deliver the best.
- Support and Facilitate the development of proposals inclusive of writing drafts for new business development at regional level.
- To conduct research and training activities in the region along with documentation of communication activities both for internal as well as external dissemination.

- Post Graduate from Xavier Institute of Social Service (XISS), Ranchi, completed PGDRD in 2008 with overall 3rd rank at College/ University level.
 - Post Graduation degree in English from Ranchi University with 2nd rank at College/ University level in 2006.
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IT SKILLS

MS-Word, MS-Power- point, MS-Excel Outlook, Internet Browsing etc.

OTHER SKILLS

- Excellent Community mobilizer
 - Knowledge Management and documentation
 - Training and capacity building
 - Relationship management: Liaisoning and partnership
 - Leadership
 - Ability to manage Teams
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TRAININGS

- Imparted training as Master Trainer on Lot Quality Assurance Sampling (LQAS) under IFFHI project funded by BMGF Integrated Family Health Initiatives (IFFHI), CARE India, Bihar
 - Imparting Training Programmes in Health, RTI/STI management and Prevention of HIV-AIDS.
 - Imparted trainings to the nurses of Private Nursing Homes and the Govt Hospitals (ANMs) on IUD intersections.
 - Imparted trainings to the Inter Personal Communicators on Birth Spacing under the NRHM project and the David and Lucile Packard Foundation and on LLIN Communications for the prevention of Malaria and Integrated Village Levels Planning Process of UNICEF.
 - Conducted orientation on Participatory Rural Appraisal (PRA) during rural and urban field exposure.
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PERSONAL DETAILS

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REFERENCE

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Language Known

English, Hindi

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Place: Ranchi (Jharkhand)

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