

RESUME

NGONDWE PONSIANO

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Personal Profile	An energetic, focused, and successful professional with more than ten years of cumulative experience in social outreach who has developed a mature and responsible approach to interpersonal relations with peers and beneficiaries alike. I am a firm believer in affording equal opportunities for all irrespective of one's background because everyone has a contribution to make towards a fair and equitable society. I am driven by the desire to contribute toward an inclusive and safe environment where everyone is able to achieve their full potential.	
Education	2021-2023	MSW , Boston College School of Social Work, Boston, Mass, USA.
	2015-2017	MA Pastoral Theology (Pastoral Care of Migrants) : Ateneo de Manila University (Manila, Philippines). Licentiate (STL) in Migration Theology : Loyola School of Theology (Manila, Philippines). Certificate : German (Goethe-Institut Philippinen, Manila, Philippines)
	2012-2015	BA Hons. Theology : Hekima University College (Nairobi-Kenya). Certificate in Leadership : Hekima Institute of Peace Studies (HIPSIR).
	2005-2009	BA. Hon. Philosophy: Arrupe College (University of Zimbabwe – (UZ).
	2007	Certificate : French level 5 (Alliance Française de Harare, Zimbabwe) Certificate . Participatory Approaches in Community Development and Gender (UZ). Certificate . Practical Project Planning (University of Zimbabwe).
	2001-2003	Diploma in Education . Kyambogo University (Uganda).
Work Experience	Jan-May 2023	Internship at Magis Americas, Washington D.C. Roles and Responsibilities <ul style="list-style-type: none"> ▪ Conduct research and data collection on issues related to Magis Americas' thematic initiatives: education, migration, and ecology. ▪ Formulate policy papers in the areas of migration and education. ▪ Coordinate with Global South partners to ensure timely compliance with all grant reporting as required by donors and funding. ▪ Support the Projects Coordinator in conducting the full range of activities required to prepare and submit project proposals for funding. ▪ Work with global partners to prepare and submit grant reports ▪ Participate in weekly team meetings and bi-weekly projects and development meetings. ▪ Participate in resource mobilization meetings with Magis friends and partners
	2021-2022	Internship at Margaret Fuller Neighborhood House, Cambridge, Ma. Roles and Responsibilities <ul style="list-style-type: none"> ▪ Conduct patron satisfaction survey ▪ Analyze survey feedback and make recommendations ▪ Review program policies ▪ Assist in Community Advancement Programs ▪ Coordinate and communicate with different Universities on Internship opportunities at Margaret Fuller Neighborhood House. ▪ Work in the food pantry ▪ Conduct needs assessment from staff, beneficiaries, and patrons
	2017-2021	Executive Director , St Joseph Development Programmes, Kangemi – Nairobi (Kenya). Roles and Responsibilities <ul style="list-style-type: none"> ▪ Overall manager of the Project through ensuring effective programming and implementation mechanisms. ▪ Manage grants from both local and international partners. ▪ Leading local and international fundraising plans for the projects. ▪ Evaluating programme performance and providing all the required reports to the Board on project planning, monitoring, and evaluation in line with the agreed donor reporting cycle.

	<ul style="list-style-type: none"> ▪ Developing and implementing child safeguarding policies at SJDP. ▪ Keeping an open communication effectively with informants and contacts from widely-varied organizations, agencies, partners, donors, and other stakeholders. ▪ Implementing the budget and plan for the project in consultation with the relevant authorities. ▪ Overall coordination planning, implementation, evaluation, reporting, and learning to sustain continuously improving program activities. ▪ Ensuring program monitoring and evaluation of the activities. ▪ Planning, supervising, and managing all operational aspects of the program geared towards the holistic development of beneficiaries. ▪ Responsible for networking and collaborating with relevant stakeholders.
2017- 2021	<p>Assistant Father in Charge, St Joseph the Worker Parish – Kangemi – Nairobi</p> <p>Roles and Responsibilities</p> <ul style="list-style-type: none"> ▪ Pastoral ministry. ▪ Family visits. ▪ Counselling and psychosocial support. ▪ Spiritual mentor at different age groups.
2017-2022	<p>Regional Director, Fe y Alegria, Eastern Africa (Education for the vulnerable in Kenya and South Sudan).</p> <p>Roles and responsibilities</p> <ul style="list-style-type: none"> ▪ Starting the Fe Y Alegria education model in Eastern Africa. ▪ Network and resource mobilization for Kenya and South Sudan. ▪ Representing the Region in Fe Y Alegria meetings in Europe and the Americas. ▪ Strengthening Education systems for both student and teacher education.
2015-2017	<p>Counselling Practicum (More than 120 hours - Family and Youth), Manila, Philippines.</p>
Jun-Jul 2013	<p>Sports News Attachment, Radio Kwizera Community Radio (Ngara, Tanzania).</p> <ul style="list-style-type: none"> • Prepare and summarize sports news. • Translation, editing and reporting.
2011-2012	<p>English Teacher and Mentor, Loyola High School, Dar es Salam – Tanzania.</p> <ul style="list-style-type: none"> • English teacher for Form two students. • Home visits for students and psychosocial support. • Senior Librarian, responsible for the day-to-day running of the Library. • Reorganization of the school library using the Library of Congress cataloging system.
2010-2011	<p>Project Administrator, Finance and Education Coordinator, Jesuit Refugee Service Ethiopia (Mai Aini Refugee Camp).</p> <ul style="list-style-type: none"> • Supervised JRS Project staff. • Finance Manager. • Handled the day-to-day running of the Project. • Representing the organization in meetings on Education. • Liaising with implementing partners and the government on refugee support. • Working with suppliers in the procurement of the project supplies. • Overseeing in-camp Education Programs. • Coordinating with potential partner universities in the country for the possible implementation of out-of-Camp University Education and the in-camp education. • Supervising construction work in the absence of the Project Director.

	<p>2009-2010 2003-2005 Jan-Mar 2004</p>	<ul style="list-style-type: none"> • Setting up and cataloging of community library. • Paying staff salaries, preparing accounts regularly (monthly), arranging for travels, coordinating with Regional and international office. <p>English Teacher, Kidane Meheret Primary School, Addis Ababa – Ethiopia.</p> <p>English Language & Religious Education Teacher, Arusha Meru Secondary School, Arusha – Tanzania.</p> <p>Children of God Relief Institute, Nairobi.</p> <ul style="list-style-type: none"> • Supporting children orphaned by and living with HIV/AIDS
Research Interests	<p>Education at the margins, HIV/AIDS, Gender-Based Violence, family support systems, child care and single-headed family, disabilities and vulnerabilities in society, migration, human rights, refugees, policies and impacts on refugees, poverty, disease, and social acceptance/rejection, social cohesion, humanitarian response.</p>	
Skills	<ul style="list-style-type: none"> - Research and analytical skills. - Fluent in English, Kiswahili. Moderate in French, Amharic, and Filipino with basic German language skills. - Excellent use of computer packages: Excel, MS Word, etc. - Excellent Proposal and report writing skills. - Excellent interpersonal and communication skills. 	