

## MARIA SAWAN

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### OBJECTIVE

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A passionate and energetic social advocate who is committed to human rights with training experience in the field of communication, marketing, leadership, team building, personal development and goal to educate others. Effective at building close-knit relationships and trust with others to create a safe, creative and non-judgmental environment.

### PROFESSIONAL EXPERIENCE

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**September 2021 – April 2022**                      **Marketing Team Leader**                      **The Consultant Partners – Lebanon**

**The Consultant Partners “TCP” is a consulting and training firm, specializing in business development and individual capacity training.**

- Outreached clients locally via Emails to increase awareness about the agency.
- Met up with clients, introduced them to the agency and discussed potential collaborations.
- Planned and executed effective marketing strategies for several clients/businesses.
- Coordinated and assisted the whole team” graphic designer, social media manager, and photographer”.
- Created and managed content calendars.
- Oversaw the implementation of the marketing strategy.

**August 2021 – February 2022**                      **Outreaching Agent**                      **Andreea Zoia - Dubai**

**Andreea Zoia is a public speaker and speech coach. Andreea resides in Dubai where she is the constant face and voice of international brands.**

- Maintained a calendar of outreach activities to connect Andreea with her online community.
- Provided customers with quality assistance through phone calls emails, and internet chats.
- Coordinated some administrative duties
- Discussed packages, and anything pertaining to better and more satisfactory service for the clients.

**July 2021 – Present**                      **Public Speaking Trainer**                      **Private sessions- Thinkers Club**

### VOLUNTEERING EXPERIENCE

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#### **2022 PRESIDENT OF THE LOCAL CHAPTER AT JCI ZAHLE**

- Identify and recruit community volunteers.
- Support community volunteers in developing strategies and action plans to assess a need and implement solutions.
- Train Board members, members and potential members.
- Organize regular planning and reporting meetings and gather feedback on community activities on a regular basis.

#### **2021 ACTING PRESIDENT OF THE LOCAL CHAPTER AT JCI ZAHLE**

- Developed strategic plans and procedures.
- Supervised project meetings.
- Coordinated interviews with potential members.
- Established policies that promote JCI’s culture and vision.
- Trained project leaders as they provide support for their team members.
- Directed relationships with partners and sponsors.

## EDUCATION

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2020 - Present

**Bachelor Degree in Public Relations**    **Lebanese International University – Bekaa**

## WORKSHOPS & SEMINARS

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- **February 2022**    Copy Writing Career Bridge – MDSF
- **February 2022**    Freelancing Career Bridge – MDSF
- **June 2021**        Soft Skills – MindNavy
- **June 2021**        Self-care sessions – House of Peace
- **July 2021**        Marketing and social media – Forsa, MercyCorps
- **July 2021**        Training of a trainer – AZ Consultancy
- **January 2020**    Bullying Prevention and Suicidal Signs – IRC
- **April 2020**        Advanced Social skills- IABC
- **May 2020**        Need's assessment and project design workshop- JCI Lebanon
- **January 2019**    Photography and videography – UNESCO

## LANGUAGES

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Fluent in Arabic and English | Beginner in French

## SKILLS

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- MS: Windows, Word, Excel, PowerPoint
- Experience with graphic design and editing programs such as Adobe Illustrator and Photoshop.
- Strong writing skills
- Leadership skills
- Creative techniques in issue solving
- Natural talent for coaching and motivating
- Effective communication, presentation and facilitation skills

## REFERENCES

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Available upon request