

EDUCATION

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| 2014 | 1- Professional Master in Public Health - Fanar : Health Education and Promotion: field work and Thesis |
| 2006 | 2- Lebanese University – Faculty of Public Health – Section V – Saida
Bachelor degree in Medico-Social Work |
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PROFESSIONAL EXPERIENCE

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| 09/2018 - To date | <p>General Coordinator of Child Protection in Case Management : Ministry of Social Affairs - Lebanon - Beirut</p> <ul style="list-style-type: none">- Provide technical support, expertise and guidance to Case management team work , policy and technical guidance to protection staff on day to day activities- Coordinate and monitor quality of protection interventions in child protection:activities and outputs against project log frames, time frames- Build the capacity of team work, coordinate and supervise the team through regular field visits, meetings with the staff and the line managers, and other partners.- Provide Seek to identify gaps and challenges in project implementation and service provision and ensure adequate reporting as relevant- Review and update approaches, tools, plans, and strategies.- Develop monitoring and evaluation guidelines and tools for Child Protection sector.- Coordinate with service providers and Protection actors, and attend monthly meetings, other Ministries MEHE, MOJ, and agencies : UNICEF, UNHCR, Save The Children, Expertise France, IRC, Himaya, UPEL, Embrace, Abaad, and local NGO.- Deliver Training to case workers on Case Management guidelines, National SOPs, and Safe identification and referral, emergency situation. |
| 09/2011 - to date | <p>Senior Social worker at Ministry of Social Affairs Headquarters – Beirut.</p> <ul style="list-style-type: none">- Project Coordinator in MOSA National Plan to safeguard children and women in Lebanon partners with UNICEF and different projects in Child protection.- Member of National Steering Committee in MOSA National Plan (Daycare Specialist).- Counselling the families of children and Referral them to the specialized institutions.- Special intervention and action plans with the families of children.- Monitoring and Evaluation of different NGOs contracted by Ministry of Social Affairs.- Prepare the annual Budget for the contracted NGOs. |

October 2006 till September 2011 Social worker at UPEL (Union for Child Protection in Lebanon) – Baabda.

- Oversee case management process/steps to ensure implementation within the judicial pathways to children in conflict with law and at risk.

TOT trainings

AMANE, ECPAT France	- Child protection from sexual abuse
(MOROCCO)	
IRC, UNHCR.	- Parenting Skills training curriculum
USJ, UNICEF, MOSA	- CP Case Management and Supervisors about SOP
British Council.	- Disability trainings

Seminars and workshops

Lebanon : MOPH and UNICEF	- Mental Health : How to intervene with Young and Children suffering from Psychosocial disease
Lebanon: OMSAR	- Basics of Management, Effective Management, Managing in conflicts, Managing Performance, Motivating people, Presentation skills, communication skills
Jordan : Save the Children	- Child Protection in Emergencies Professional Development Programme in Middle East and South Africa .
Lebanon: ENA.	- Participate in training for public administrations
Lebanon: UNHCR, IRC.	- Best Interest Determination (BID) Training
China: China University.	- Social Management Capacity Building for Female Officials from Developing Countries
Genève, Egypt.	- Represent MOSA in National and International Level.
Kuwait	- Social Welfare program policies

LANGUAGES:

Arabic, French and English

SKILLS:

- Proficient use of Microsoft office (Word, Excel and PowerPoint).

-Team management, project management, Leadership skills, teamwork and able to influence and motivate individuals, Flexible and adaptable to the needs of the team and organization, able to work in different situation, time management, negotiation and communication skills, analytical and strategic planning skills, Able to negotiate effectively between different stakeholders, and to represent the project, Experience in representation and networking, in particular with Governments, humanitarian and development actors and donors.

REFERENCES:

- **Mrs Randa Bou Hamdan** :Director- Directorate of Social Services - Ministry of Social Affairs. Email : **randabouhamdan@hotmail.com**; 03-773276

- **Dr Jamile Khoury** : Professor at St Joseph University, lector and research in Child Protection. Email : **jamile.khoury@usj.edu.lb**
- **Mrs. Nadia Badran**: Executive Director of SIDC and President of the Social Workers in Lebanon: Email: nadiabedran@hotmail.com : 03-906150.