



CURRICULUM VITAE: Humaira Ameer Rasuli

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1-PROFILE

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Humaira Ameer Rasuli is a specialist with rule of law, gender equality, and elimination of violence against women and girls programmes. She has huge working experience in the field of sexualized/gender-based violence, peace building, human rights and child protection in conflict and fragile regions like Afghanistan and Pakistan.

She has extensive experience in organization management, advocacy work, implementation of rule of law programmes, social and political analysis, programme and project design, service delivery, monitoring and evaluation. She also has excellent planning, strategic, communication and networking skills.

Before establishing WJO organization, Humaira Rasuli was formerly the Executive Director of Medica Afghanistan for 17 years, one of the prominent organization to end violence against women and girls serving 10,000 survivors across 3 provinces through three strands of work: legal aid, women's rights and advocacy, and psychosocial health.

Before working with Medica, she was active in the field of humanitarian assistance though my work with an Afghan NGO (HDCAW: Health and Development Center for Afghan Women) located in Peshawar, Pakistan.

Humaira 's contributions for women's rights and the feminist movement in Afghanistan led to her being named The Best Female Leader by the Ministry of Women's Affairs in 2010. In 2014, she was honored to receive an award from the Women's Affairs, Civil Society, and Human Rights Commission of the Upper House of the Afghan Parliament "in recognition of her civil services and tireless efforts to promote human rights and social capacities for women survivors of Gender Based Violence." In 2018 she has received an award from Ministry of Public Health in recognition of her leadership for organizing training on "Stress and Trauma Sensitive Approach in medical setting" for 80 Health Personnel. Medica Afghanistan also has received an Award and certificate of best practice in project management & program delivery and financial management from AICS (Afghanistan Institute for civil society) on 28.06. 2018. These honors inspire her to redouble her efforts on behalf of Afghan women, justice, and peace.

Humaira has a bachelor's degree in Law and Political Science and she is a certified trauma counselor. She also has a diploma in Business Administration. She has written my legal thesis (Title: "Violence Against Women and Women Access to Justice: Negotiating social norms and values in face of exposure to risk and opposition.")

2. LANGUAGE, TRAINING, AND COMPUTER SKILLS

- **Dari** : Fluent (Oral, writing and reading)
- **English:** Good(Oral, writing and reading)
- **Urdo:** Basic orally functional
- **Pashto:** Orally Excellent

Training Skills

- Psychosocial and trauma counseling
- Project Management
- Monitoring and Evaluation
- Leadership
- Communication
- Stress management

Full computer literacy: excellent word processing skills (MS Word, Excel, ppt), Internet.

3. TRAINING, QULAIFICATION (selected)

Bachelor of Law and Political Science, University of Said Jamaludin Afghan (2012- 2015)

Certified Psychosocial Training course, dealing with the consequences of War Violence (24 full days in2009) medica mondiale, Cologne:

Certified Trauma Counseling and Analytical Movement Therapy, medica mondiale, Cologne (09.2007 - 03.2008)

Leadership Training (3 months), conducted by UNICEF (2002)

Stress Management and Trauma Counseling in medical field, medica mondiale (2011-2013)

Driver's License, Graduated from driving course conducted by medica mondiale (2003)

Student, School of Medicine, Kabul University, Afghanistan (2001- 2003)

Pedagogy Seminar, International Rescue Committee (IRC), Peshawar. (11.2001 - 12.2001)

Report Writing and Advanced English Course (AITM), Peshawar(07.2001 - 10.2001)

Diploma in Business Administration, Kardan University Peshawar(03.2000 - 04.2001)

English Business Communication, short course for six Days conducted by the International Rescue Committee (IRC), Peshawar (2000)

Baccalaureate Certificate, High School Graduate, Zarghana High School (2000)

Result based Management Training conducted by EU Delegation for NGO Leaders (2014)

Project Cycle Management Training conducted by Sun Power Company (2016)

3. CAREER History

October 2018- Present

Executive Director and Co funder of Women for Justice Organization

Main responsibilities: overall management of the Organization: Prepare the Strategic Plan, Annual Plan and Annual Reports, supervise and support all departments, staff, projects and activities in Kabul and provinces, implement all human resources activities including recruitment, training, firing and quality assurance. Oversee and be responsible for financial management, human resources, administration and fundraising. Represent the

organisation to all stakeholders and in meetings and transactions with NGO's, INGO's, governmental institutions, foreign governments, donors and the media

December 2010 – October 2018

Executive Director

Medica Afghanistan

Duties: Overall Management of the Kabul-based organization, an Afghan national NGO, with a staff of 85, operating in Kabul, Herat and Mazar-e-Sharif.

- Main responsibilities: Context Analysis, Organizational Development and Capacity Building, Strategic Planning, Quality Assurance, Staff management, Security Management, Project Management, Fundraising, Coordination, Monitoring, Representation and Networking.
- Special focus: Providing on-the-job training in management and leadership for Management Team members

March 2009 - November 2010

Country Director

medica mondiale Afghanistan

Main Responsibilities

- Supervision of all projects as the key responsible person for the medica mondiale mission in Afghanistan, including finances and administration.
- Management of all international and national staff (2 permanent international and 70 national staff members), reinforcement of teambuilding processes.
- Oversight of security procedures. Shared responsibility for further development of security measures with board of trustees and the director.
- Maintenance of existing management structures (e.g. weekly management team meetings, communication and monitoring systems) and provision of support to the project managers on management issues.
- Representation of medica mondiale in Afghanistan and internationally and networking with national and international NGOs, GOs, and institutions.
- Monitoring staff performance in accordance with the organization's policies, procedures, and plan of action, and providing regular support and feedback to promote development and growth.
- Maintaining close links with ministries, government agencies, and NGOs to ensure that Medica Afghanistan acts in accordance with Afghan legislation and implements donor regulations.
- Monitoring and managing the overall budget, financial report, and preparation of annual financial statements in conjunction with the finance manager and the administrative team.

March 2007 - March 2009

Program Manager, Psychosocial and Health

medica mondiale Afghanistan

Main Responsibilities

- Overall management and leadership in implementing, monitoring and evaluating the project.

- Development of long-term strategic plan for the psychosocial activities and services of medica mondiale Afghanistan.
- Continual reconceptualization of counseling services based on the implementation experience and lessons learned.
- Development of strategies to improve and expand partnerships and referral systems to increase holistic support for clients and also to reach more clients.
- Monitoring of the project budget in collaboration with Project Officer
- Development and writing of project proposals and reports to donors and the head office of medica mondiale Afghanistan in Cologne.
- Provision of on the job training and supervision for the staff of the psychosocial health unit.

January 2006 - March 2007

Psychosocial/counseling Trainer

medica mondiale Afghanistan

Main Responsibilities

- Organizer, developing and conducting trauma counseling for medical professionals.
- Organizer, developing and conducting Basic Counseling Skills courses and workshops for psychologists, teachers, and social workers.
- Developer of bilingual teaching materials (Dari and English).
- Educator, running courses in trauma and gender sensitive approaches in trauma treatment for NGOs and governmental staff working with women.
- Educator, running Stress Management courses.

January 2004- January 2006

Trauma Counselor

medica mondiale Afghanistan

Main Responsibilities

- Conducted individual and group counseling for women and girls affected by interpersonal violence and other war related trauma.
- Offered individual and group counseling and dealt with the clients' personal problems, relationship issues, work related issues, stress, depression and anxiety, loss and bereavement, as well as cultural issues and war wounds.

January 2003 - January 2004

Project Coordinator, Psychosocial project (part time)

medica mondiale Afghanistan

Main Responsibilities

- Coordination of trainers and participants.
- Coordination of all reports, ensuring timely submission.
- Liaison and maintenance of effective relationships with relevant stakeholders.
- Liaison with other medica mondiale Afghanistan projects for organizational development.

September 2002 - January 2003

Project Coordinator, Driving Courses for Women and Literacy Project (part time)

medica mondiale Afghanistan

Main Responsibilities

- Coordination of trainers and participants.
- Management and distribution of reports.
- Supervision and monitoring of teachers' performance.
- Analysis of collected data and generation of statistical reports.

April 2002 - September 2002

Project Administrative Assistant in medica mondiale Organization (part time)
medica mondiale Afghanistan

Main Responsibilities

- Organization of the literacy and driving classes.
- Arrangement of logistics and schedules.
- Verbal and written translation of documents.
- Verbal translation for international consultants.

January 2002 - January 2003

Head of Admin and HR Department (part time)
HDCAW, Peshawar, Pakistan

Main responsibilities

- Overall responsibility for HDCAW's operational management.
- Analysis of project progress and biannual and annual reporting to the organization and its lead donors.
- Collaboration with the director and departmental heads to devise selection criteria for job vacancies, review job applications and organize short-listing and interviews in accordance with the selection criteria.
- Participation in all job interviews, ensuring that they be conducted in accordance with the organization's policy and procedures.
- Organization of inductions and orientations in collaboration with project managers and departmental heads.
- Coordination of the performance appraisal process in collaboration with the project managers and departmental heads.
- Provision of guidance and support on human resource issues to all HDCAW staff.
- Investigation of all formal complaints from staff on human resource issues, and reporting the results to the Executive Director for further action.
- Monitoring the performance of teachers, project staff, and supporting staff in accordance with the organization's policies and procedures, the department's plan of action; and providing regular support and feedback for further development and growth.

January 2000 - December 2002

Teacher (part time)
Mahamood Hotakia Secondary School, Peshawar, Pakistan

Main Responsibilities

- Taught primary education for students of the 3rd and 4th classes.
- Taught biology and English language lessons for students at the secondary level.

September 1999 - January 2002

Office Administrator (part time)

Health and Development Center for Afghan Women (HDCAW), Peshawar, Pakistan

Main responsibilities

- Arrangement of logistics and schedules.
- Coordination with trainers and participants.
- Writing and reporting meeting notes as requested by Project Manager.
- Drafting/Handling of correspondence as requested by Project Manager.