

ELANOR JACKSON

E-mail: info@createsolutions.org

Nationality: **British**

SKILLS	THEMATIC AREAS OF EXPERTISE
<ul style="list-style-type: none"> • NGO partnership development and accompaniment • Facilitating programme and project development • Advising on project/ programme quality • Development of programme/ project proposals and budgets to institutional donors, trusts and foundations and management of donor relations, project narrative and financial reporting • Coaching and mentoring staff capacity • Improving downward/ forward accountability • Participatory project monitoring, learning and evaluation, impact assessment/ measurement, advising on learning/ reflective practice • Development of tailor-made manuals and training materials • Training – designing and delivering a range of courses • Advocacy – development of advocacy strategies, training and advice on policy advocacy initiatives • Organisational development and strategic planning • Writing and editing papers and policies for a range of audiences including strategies, policy papers, learning documents, guidelines, project briefs • Project & personnel management • Research, communication and networking <p>Languages: English – Fluent, Spanish – Fluent, Portuguese – Good, French – basic.</p> <p>Computing: Microsoft Office suite, ADOBE Exchange, Web design tools)</p>	<ul style="list-style-type: none"> • Food Security, Health and Nutrition • Sustainable livelihoods • Disaster risk reduction • Child rights, including child rights-based approaches to development • Project cycle management • Gender/diversity • Women’s rights • Education • Street children • Child protection • Children affected by HIV and AIDS • Child labour • Juvenile justice • Abuse and exploitation of children, including sexual abuse and exploitation • Child participation • Child migration • Facilitating change in children using the arts

COUNTRIES OF WORK EXPERIENCE

AFRICA: Ethiopia, Kenya, South Africa, Ghana, Sierra Leone, Tanzania, Uganda
MIDDLE EAST: Lebanon
ASIA: India, Bangladesh, the Philippines, Thailand
LATIN AMERICA: Brazil, Peru, Mexico, Costa Rica, Ecuador

CONSULTANCY EXPERIENCE 2008/2010

Mar – Apr 10 **London School of Economics, UK**
 Support on the development of a project logframe and preparation of a section on monitoring and evaluation for a research proposal on conflict and fragile States for DFID

Sept - Jan 09 **FARM-Africa, Ethiopia**
 Assistance to Country Director on a range of tasks aimed at strengthening the organisation’s programmes including: supporting Programme Managers on project planning, budgeting and reporting; **developing project M&E framework**, developing TOR for external consultants, commenting on external evaluations, developing project proposals to various donors and

regional government, writing Guidelines on Community Managed Disaster Risk Reduction and Community Response Funds, **designing and writing publicity materials** on FA projects, development of JDs and staff recruitment

- June, July 09 **CARE Ethiopia & FARM-Africa, Ethiopia**
Facilitation of project design workshops with key staff, field visits and development of a joint proposal for the EC Food Facility Call for Proposals (Concept Note and Full Proposal, 2.5 million Euros) which was successful.
- Mar – May 09 **FARM-Africa, Ethiopia**
Documentation of approaches, achievements, challenges and lessons learned in the Woreda Capacity Building Programme in the Southern Nations, Nationalities Peoples' Region of Ethiopia. **Production of a Policy Paper** on key learning from the programme.
- Mar 09 **Greener Services, Ethiopia**
Reporting on a consultation meeting between the UN ECA, civil society groups, research bodies and political representatives for the ODI Governance and Transparency Consultation
- Feb – Nov 09 **Children Aid Ethiopia, Ethiopia**
Various consultancies to **improve programme quality**, including documentation of Approaches in Kombolcha prevention of risky Migration of Girls Programme; recommendations for strengthening the programme; revision of Outcomes for Comic Relief Strategic Grant; organizational budget revision and development; training on report writing for programme staff; support on development of a participatory M&E system; development of Child Protection Policy and procedures; training and guidance on child participation, facilitation of **organizational strategy review and strategic planning**.
- Feb 09 **Children of the Andes, UK**
Development and facilitation of a half day refresher training on child protection
- Jan 09 **War Child UK**
Development and facilitation of a 2 day training course on developing relationships with, applying for and managing grants from UK and European institutional Donors and Foundations.
- Dec 08 **YCARE International, UK**
Development and facilitation of a 2 day training of trainers course for YCARE International programme staff on organisational child protection
- Nov 08 **Womankind Worldwide, UK**
Development of a Monitoring Systems Check for Peru's Big Lottery Fund Grant
- Sept 08 **Save the Children Sweden**
Development and facilitation of a Training of Trainers course on Child Protection for Lebanese Partner NGOs of Save the Children's Middle East and North Africa Office. Support to Save MENA to develop a strategy to take forward organizational child protection work in Lebanon
- Sept 08,
Jun & Dec 07 **BOND, UK**
Facilitation of one day training course for BOND on Child Protection Policies and Procedures
- Aug 08 **Afghanaid**
Sharing of experience on child rights programmes and child protection issues and advice on fundraising options for Afghanaid's child rights programme in Afghanistan
- Jul 08 **Greenbelt Movement, UK**
Advice and contributions to a 2nd stage application to DFID's Civil Society Challenge Fund with GBM Europe Office, including development of logframe and editing narrative proposal.
- Feb 08 **Children of the Andes, UK**
Facilitation of 2 day TOT course for Children of the Andes UK and Colombia staff on organisational child protection

Jan 08

Womankind Worldwide, Peru and UK

Facilitation of programme development with 3 WK partners in Peru for 2nd Stage Big Lottery Fund application, which also served to **build partner capacity**. This was followed by writing the proposal and Business Plan which were successful.

PROFESSIONAL EXPERIENCE

Head of Programmes, ChildHope 10/02 – 04/06 (fulltime), 04/06 – 09/08 (part-time)

- Managing ChildHope's programme team – **staff mentoring and management**, responsibility for overseeing all ChildHope's partner projects and programmes around the world including the preparation of **complex cross-regional programme bids** to a range of institutional donors (including DFID, EU, BLF, Comic Relief) and **ensuring the quality of all programmes and projects**. Developed a successful Strategic Grant Application to Comic Relief with CH's Ethiopian partner CHAD-ET in 2008 for GBP 1.65 million. During 10 years in CH, increased income from £ 0.5 to 2 million and programme staff increased from 2 to 5.
- Responsibility for **strategic planning** with staff and partner organizations, development of CH internal **policies and guidelines**, management of consultants, trainers, researchers and liaison with donors, undertaking M&E of partners' programmes..
- Developing **learning processes and systems** (learning strategy, financial systems, project tools, monitoring and evaluation formats etc.) within ChildHope and overseeing the development of training materials and implementation of action research and organisational development work with partners.
- Co-authorship and management of the design and publication of ChildHope's Child Protection Toolkit and the delivery of training courses and mentoring on child protection in the UK and overseas.
- Managing a project case-load (until 2006) covering the responsibilities listed below under Programme Manager

Programme Manager, ChildHope, 05/98 – 10/02

- Managing ChildHope's projects in Africa, Asia and Latin America involving writing project reports to the EC, DFID, Comic Relief, Community Fund and other donors; the **monitoring and evaluation of projects; budgeting and financial management**.
- The **development of new partnerships** with organisations in various countries - Peru, Brazil, Mexico, Ethiopia, South Africa, Macedonia and the preparation of project proposals and budgets for various donors.
- The planning and facilitation of Organisational Assessments and facilitation of in-country training and organisational development.
- Staff recruitment and induction.
- Other duties included participation in policy and advocacy initiatives related to children's rights, working children, research on children affected by HIV and AIDs in South Africa, writing articles for ChildHope Newsletters and the design, writing and maintenance of a Webpage for the organisation.

Coordinator for the UK Food Group, 11/97 – 2/98

Temporary Coordinator of the UKFG, the main non-government forum in the UK for global food, agriculture and development issues, made up of 22 organisations from development, environmental, consumer and farming groups. Managing the group's programme; organising meetings on development and poverty, WTO, CAP reform in collaboration with other organisations; **developing communication instruments**; acting as a contact point with FAO, EC and the UK government in the follow-up of the World Food Summit Plan of Action. Liaison with other European and international groups working for food security and facilitating southern groups participation in the work programme through commissioning research; managing the budget and fundraising.

Various posts within Christian Aid, UK:

1) Coordinator for the NGO World Bank Working Group (NGOWG), 06/95–12/96 (based in Costa Rica/UK)

Coordination of policy and advocacy work for a network of 26 organisations around the world engaged in analysis and lobbying of World Bank policy. Work involved: liaison with a wide variety of organisations and WB officials; planning and organising large meetings in Washington and Nicaragua; producing substantial reports of meetings and workshops covering issues including: participation, NGO capacity building, structural adjustment and gender; managing the Budget for the network; communication and information dissemination; government lobbying; campaigning and networking with other organisations, writing newsletters.

2) Conference Coordinator for the Gender Orientation on Development Group (GOOD), 03/95 – 06/95

Coordination and administration, organisation of a conference and *research on gender issues*.

3) Assistant to Head of Policy and Campaigns, Christian Aid, 02/95 – 03/95

Administration, communication with overseas Partners, financial management.

4) Volunteer for Campaigns and Policy Teams, Christian Aid, 10/94 – 01/95

Research on campaigns and policy issues: structural adjustment programmes, fair trade, sustainable development; lobbying and advocacy work.

Researcher/ Coordinator for a large multinational collaborative research study in an Indian village focusing on Nutrition, Energy Balance and Seasonality.

04/93 – 06/94 for Glasgow University in India, 02/93 – 04/93 Advisor for St. John's Medical College, Bangalore, India.

Responsibilities included: project planning and design with Indian colleagues; preliminary surveys and motivation of participants from the village; selection, training (in various field methodologies and computer skills) and subsequent monitoring and evaluation of field staff; field research; participation in village meetings to resolve technical and local political problems; liaison with collaborators in Europe; budget development and maintenance of accounts, preparation of detailed quarterly reports.

12/92 – 02/93: Visited various development projects and NGOs working in low income urban communities and villages in India

Information Officer for Find Your Feet, UK, 06/90 – 08/91

Setting up administrative systems for a small NGO involved in nutrition and income generation projects in developing countries. Managing project accounts, writing project reports, production of education/publicity material, coordination of events, writing newsletters.

OTHER CONSULTANCY EXPERIENCE, 1996 - 2007

- Nov 07 **HIV and AIDS Alliance, UK**
Training and support on child protection policy development and institutionalization
- Dec 05 – **Mencap, UK**
Feb 06 In-depth independent participatory evaluation of Mencap's Me2 project working with disabled young people to create a kitemark standard for recreational, child care and leisure facilities in the Midlands, conducted jointly with Marie Werham
- Oct 2004 **IMA, UK**
Training Team Leader and facilitation of a training Course in Spanish for DFID's Forestry Research Programme on Scientific Communication and Advocacy
- 2004 – 2005 **Consortium for Street Children**
Research project design and written material on the Police Training on Child Rights and Child Protection Manual, (2004-05)
- May-Jul 2004 **IMA, UK**
Trainer on Scientific Communication and Advocacy Course for Forestry Research Programme DFID funded project representatives in Ghana; Trainer on "Influencing Policy" and Monitoring and Evaluation as part of an international training course in UK
- Feb-Mar 1998 **Christian Aid**
Research on 8 countries as part of Christian Aid's Debt campaign. Collected data on health and education indicators and outcomes including details of government expenditure on these sectors over the last 15 years. This research involved liaison with Christian Aid's partners, country governments, UNHCR, UNICEF, WHO, DFID; extensive library and internet research and producing written material and statistics to a tight deadline.

- Apr-Jul 1997 **Project Counselling Service for Latin American Refugees, Costa Rica**
 Research and review of several small projects funded by PCS from 1979-1996 investigating their focus in terms of project activity, type of beneficiaries, the mechanisms for implementing the projects and the impacts of these projects in the short and long term. This involved substantial literature research, communicating with people throughout the region, conducting interviews and drawing comparisons with small project funds managed by other organisations and producing a final report containing written, statistical and graphical information.
- Mar-Jun 1996 **Latin American Association of Development Organisations (ALOP), Costa Rica**
 Set up an internet Web page for the NGO Working Group on the World Bank the Secretariat of which was based in ALOP. Translation work from Spanish to English for a programme on Small Rural Enterprises.

EDUCATION

1984-1987	BSc Hons Chemistry	Manchester University, UK
1991-1992	MSc Human Nutrition	London School of Hygiene & Tropical Medicine, UK
2006 – 2007	GCert Arts for Change	Roehampton University, UK

PUBLISHED WORK

Books & manuals:

- *Child Protection Policies and Procedures Toolkit: How to Build a Child-Safe Organisation*, ChildHope & Consortium for Street Children, March 2005 (co-author).
- *Police Training on Child Rights & Child Protection: Lessons Learned and Manual*, Consortium for Street Children, March 2005 (written contributions and co-design of research project component).

Edited:

- *Street child*, Tick Tock Media, April 2005
- *Child Protection Policies and Procedures Toolkit in Spanish*, August 2008

INTERESTS/ VOLUNTARY WORK

Photography, cycling, walking, travel, music, yoga, reading, cooking.

“Current Issues in Race and Ethnicity” course at the Birkbeck (1997)

Ex Board Member but continued voluntary work for Action Village India

REFERENCES

Available on request.