

Ms Elyvin Nkhonjera

P. O. BOX 40500, Kanengo, Lilongwe 4, Malawi.

Cell: +265 999 274 411 or +265 884 315 226

Email: enkhonjera@hivos.org or elyvinnkhonjera@gmail.com

SUMMARY OF SKILLS, QUALIFICATIONS AND EXPERIENCE

A Women's Rights Activist, Facilitator and Researcher with expertise, skills, and interest in:

- Transparency and Extractives
- Artisanal and Small Scale Mining
- Human Rights and Governance
- Advocacy
- Policy Analysis
- Project Management
- Gender Programming
- Research
- Excellent Communication and Interpersonal skills
- Excellent writing and Oral Skills in English
- Basic Knowledge in French
- Experienced in Implementation of FCDO, EU, Norwegian Aid, UK Aid and Australian Aid funded projects

PROFESSIONAL EXPERIENCE

1. **PROTECT Country Coordinator** **July, 2020 to date**
Hivos Southern Africa

RESPONSIBILITIES

- Lead and Coordinate the PROTECT Country team, composed by representatives of Article 19, INTERNEWS and ICNL to ensure that the team fulfils its responsibilities in quality programme delivery in accordance to programme goals, best practice and grant compliance
- Oversee synchronised in-country PROTECT programme implementation to ensure effective programme delivery, grant compliance; and further manage the implementation of the PROTECT programme in Malawi in liaison with the PROTECT Programme Manager and Consortium Partners. This includes ensuring high quality narrative and financial reports, further building relationships with consortium partners and grantees, data management, monitoring & evaluation and linking and learning.
- Act as the primary relationship manager with in-country DFID team, Global PROTECT teams and with external stakeholders on matters PROTECT in the respective country;
- Provides technical oversight of the programme in Kenya and Myanmar on individual activities to ensure adherence to defined goals, evidence-based interventions and best practices

KEY ACHIEVEMENTS

- Successfully facilitated the development of a strategy for the PROTECT Programme in Malawi, Kenya and Myanmar that will guide the implementation of the PROTECT Programme in the 3 countries
- Successfully conducted a study focusing on the accessibility and viability of the Covid-19 Data that is being used in Malawi and Kenya informing the directives that the Government is making in the control of the pandemic and to mitigate its impact
- Successfully mobilised the strategic partners that will be supporting the implementation of the PROTECT programme in Malawi and formed strategic partnerships with networks in health, education, agriculture and natural resources governance to support the advocacy initiatives of the PROTECT Programme.

- Established strategic relationships with CSOs and networks in Kenya and Myanmar that will support programme delivery in the 2 countries for the PROTECT Programme

2. Resource Governance Coordinator

November, 2015 to June, 2020

Oxfam in Malawi

RESPONSIBILITIES

- Provided technical leadership in campaigns on Extractive Industries governance, Citizen Public Expenditure Tracking, Inequality and Tax justice including undertaking context and Political Economy Analysis of issues in Malawi, Zambia, Zimbabwe and Mozambique
- Investigated and developed new project ideas including leading on an inclusive design process and writing the proposal or concept note in mining, Oil and Gas; Inequality and Tax Justice taking into consideration the gender aspect and inclusion of other vulnerable groups.
- Managed governance projects around the sub themes of Extractive Industry (EI) Governance, Citizens Public Expenditure Tracking and Inequality Campaign under the Governance Program Implementation Plan (PIP) to ensure quality programme delivery in terms of timely implementation, reporting and tracking of results
- Participated in the development and Implementation of a comprehensive partnership approach in the delivery of the governance program and public policy work themes of Extractive Industry (EI) Governance, Inequality Campaign and Inequality Campaign and implement projects that build viable, independent and self-sustaining partner organisations.
- Supported the creation of strong internal governance networks that encourages a joint accountability approach for achieving objectives, and that facilitated programme learning through sharing information and encouraging effective and inclusive dialogue and interactions within and outside of Malawi;
- Supported raising resources for the Extractive Industries Programme for effective implementation of the programme activities through development of concept notes, proposals and engaging with donors

ACHIEVEMENTS

- Successfully designed and implemented a campaign on renegotiation of Malawi's Oil contracts in 2014 by the Government of Malawi which eventually Influenced the Malawi Government to make all EI contracts transparent and available in the public domain
- Successfully designed Oxfam in Malawi Extractives Programme which focusses on Transparency and Accountability, Community engagement and women's involvement in decision making processes.
- Represented Oxfam in all strategic networks such as Publish What You Pay Malawi, Multi Stakeholder Group (MSG) for MWEITI, the Natural Resources Justice Network, Tax Justice Platform and Women in Mining and in all being in the leadership positions
- Successfully supported Malawi Extractive Industries Transparency Initiative (MWEITI) to develop key policies for easy implementation of EITI in Malawi

3. Mining Governance Project Coordinator

April, 2014 to November, 2015

ActionAid International Malawi

RESPONSIBILITIES

- Supported local and national CSOs to develop the project strategy based on key issues related to mining identified at local and national level to ensure delivery of the project in accordance with the project description and the activity plan, including coordinating of necessary adjustments to activities and budgets in line with donor requirements.
- Developed and led in implementation of annual plans and budgets for the project and Ensured nurturing and development of partnerships and networking among key stakeholders while managing any risks related to the project and ensured mitigation actions are in place.
- Developed and implemented a participatory project M&E/Impact Assessment system including overseeing the projects monitoring and evaluation, including ensuring effective capturing of project results

- Supervised Project officers and partners guided by the agreed key result areas for effective and quality project delivery

ACHIEVEMENTS

- Successfully supported the production of a report on how tax incentives and illicit financial flows made Malawi to loose potential 43 Million USD
- Successfully mobilised and formed Mining Action Groups in Karonga, Mzimba and Phalombe which are still used at present as platforms for Citizen's engagement on Mining
- Strengthened the Coalition of the CSOs working on Mining in Malawi through the revamping of Natural Resources Justice Network and further Supported the development of the NRJN Strategic Plan, Constitution and an advocacy plan for the Natural Resources Justice Network
- Supported MWEITI to develop clear ToRs for implementation of EITI including workplan, lobby donors to support the production of the scoping study and the first EITI report.

4. Programme Officer for Environmental Advocacy and Justice December,2012 - March, 2014 Centre for Environmental Policy and Advocacy (CEPA)

RESPONSIBILITIES

- Facilitated local policy dialogues and community and district level within the strategic objectives and thematic areas of Centre for Environmental Policy and Advocacy which included climate change, natural resources management, land governance and women rights in resource governance;
- Conducted capacity building of local institutional structures such as the local decentralisation structures, Village Natural Resources Management Committees on natural resources governance and management;
- Mobilized civil society organizations to participate in policy processes, including working with major civil society networks and further facilitated capacity building of civil society organizations in policy processes including engagement with policy makers to inform and influence policy and decision
- Conducted policy research and analysis within the thematic areas of CEPA including Environment, Climate Change Management and Land and Sustainable Livelihoods.

ACHIEVEMENTS

- Conducted a gap analysis of the Environmental Management Act of 2007 and made recommendations which informed the review of the Bill.
- Mobilised the CSOs to make submissions and use relevant case studies to lobby for the review of the land related laws which were very outdated.
- Successfully established local natural resources governance platforms in Mwanza that were used to discuss local policy issues relating to the management of their natural resources such as the river banks management, local forests and sustainable farming practices.

5. Environmental Inspector (Government of Malawi, Ministry of Environment and Climate Change Management, Environmental Affairs Department) May, 2012 to November, 2012

RESPONSIBILITIES

- Conducted Environmental Inspections which informed health professionals, property owners, and the public about harmful practices, properties and related problems
- Participated in the development of spill prevention programs and hazardous waste rules and regulations, and recommend corrective actions for hazardous waste problems
- Determined the nature of code violations and actions to be taken, and issue written notices of violation; participate in enforcement hearings as necessary.
- Investigated complaints and suspected violations regarding illegal dumping, pollution, pesticides, product quality, or labelling laws.

ACHIEVEMENTS

- Successfully conducted environmental inspections at the mining sites and provided recommendations for the companies in the areas where they needed to improve on
- Effectively represented the government high level policy discussions on environmental management
- Successfully contributed to the review of the Environmental Management Act of 2007

6. Project Officer (Community Economic Improvement Project) (Intern) Centre for Environmental Policy and Advocacy

March to May, 2012

RESPONSIBILITIES

- Conducted Awareness and sensitization meetings of participating groups on proper procedures to follow when setting up irrigation schemes as per policies and legislation provisions
- Provided capacity building on grass root advocacy-to equip the farmers with advocacy skills to advocate and bargain prices
- Trained clubs and association in leadership skills, group dynamics, benefit sharing (WESM shared activity)
- Documented and disseminated best practice case studies on conservation agriculture and further conducted a random assessment of the degraded key natural resources to set foundation for advocacy

ACHIEVEMENTS

- Facilitated the formulation of constitutions/operational guidelines for institutional strengthening of the associations in Mwanza District
- Facilitated 3 key local policy dialogue to identify issues requiring policy response specifically from members of parliament in Mwanza district
- Facilitated formulation of local by-laws for Thambani community based forest for its effective management
- Facilitated the development of management plans for Thambani forest in Mwanza district

7. Schools Development Officer

Link Community Development, Dedza

February 2009 – August, 2010

RESPONSIBILITIES

- Planning, coordinating and conducting monitoring and evaluation activities of project interventions and whole school performance evaluation.
- Establishing capacity enhancing links with organizations with similar community development programmes including Ministry technical working groups.
- Coordinating grant disbursements to schools in Dedza on projects focusing on infrastructure development, environment, literacy, sanitation and hygiene.
- Training of district education officials and grant recipient schools including community member in leadership and management including financial management and further Training District Education officials, teachers and community members in school improvement planning, school performance review and support for girls' education and electronic data management.

ACHIEVEMENTS

- Successfully facilitated the establishment of school environmental clubs in 8 primary schools in Dedza and Mulanje
- Facilitated the establishment of Female teachers' network in primary schools in Dedza and Mulanje which acted as a platform to discuss the common issues on girl child education, women's rights, teacher's motivation and women economic empowerment.

6. Secondary School Teacher

Ministry of Education, Bwaila Secondary School, Lilongwe *September 2008 to February, 2009*

RESPONSIBILITIES

- Conducting Agriculture lessons from Form 1 to 4.
- Conducting Geography lessons in Form 3.
- Carrying out student performance evaluation

ACHIEVEMENTS

- Successfully planned and delivered lessons to students
- Role model to young girls in the school and provided some one on one motivation talks

7. Project Officer (Volunteer)

Society for Rural and Youth Development “*students against Child labour*” March,2005 to August 2008

RESPONSIBILITIES

- Facilitation of workshops with the District labour officer, primary school teachers, Chiefs and parents to discuss roles of everyone in the fight against child labour.
- Providing of learning material to primary school students (school uniforms, writing materials and food) and Conducting afternoon session classes with primary school children in key subjects (mathematics, English and Life skills).
- Training groups of women in sustainable vegetable production as an income generating activity to support their children’s education
- Training out of school youths below the age of 18, in livestock management

ACHIEVEMENTS

- Successfully established 15 women groups in Lilongwe rural area that were cultivating vegetables and further linked them to super markets in Lilongwe urban.
- Successfully supported 50 girls who had dropped out of school to go back to school and complete their primary education
- Provided learners with school uniforms and other teaching and learning materials.

CONSULTANCIES

- End of Project Evaluation for Centre for Environmental Policy and Advocacy On Promoting Responsive and Accountable Extractive Industries Governance Project Funded by Tilitonse Fund July, 2020
- Conducted an Issue based scoping on Mineral exploration is facing resistance by the communities in Malawi for the TRACTION project in Malawi under Palladium û July û August 2020
- Baseline Study for Sustainable Artisanal and Small-Scale Mining Applied for Livelihoods Advancement (Samala) For Women and Youth Project
- Assessment of The Opportunities and Challenges in the Governance of Extractive Industries in Southern Africa Extractive Industries Transparency Initiative (EITI) Implementing Countries by Southern Africa Resource Watch û June 2020
- Research Consultant, Chisombezi Deafblind Organisation

EDUCATION

Masters of Science in Environmental Sciences

University of Malawi, Chancellor College, Zomba

February, 2018

Bachelor of Science in Natural Resources Management

University of Malawi, Bunda College of Agriculture, Lilongwe

August, 2008

TRAININGS ATTENDED

- Attended a short course on Local Economic and Social Developments in Extractives at University of Queensland, Australia in July, 2018 as an awardee for Australian Awards Scholarships for Africa
- Attended a Summer School on Governance of Oil, Gas and Mining in Accra, Ghana from 10th to 21st August, 2015
- Attended a New wave of Land Acquisitions in Southern Africa-Women's Leadership Training from 20th to 23rd, October 2014 in Lusaka, Zambia organised by Akina Mama wa Afrika through African Women Leadership Institute
- Attended a Young Women's Feminist Facilitation Workshop from 9th to 13th June, 2014 at Sandton Lodge in Johannesburg, South Africa organised by Akina Mama wa Afrika with support from Open Society Initiative for Southern Africa (OSISA)

Language and Computer skills

Language

	Listening	Reading	Speaking	Writing
English	Fluent	Fluent	Fluent	Fluent
French	Beginner	Beginner	Beginner	Beginner
Spanish	Beginner	Beginner	Beginner	Beginner
Chichewa	Native	Native	Native	Native

Computer Skills

- High proficiency in computer use including Microsoft Office Suite including Excel and Access and computer user support and training.

AWARDS

- 2018 Award scholar for Australian Awards Scholarships on Local and Social Economic Development in Extractives

MEMBERSHIPS

- Member of Malawi Extractive Industries Transparency Initiative (MWEITI)
- Member of Publish What You Pay Coalition
- Board Chairperson for Land Network of Malawi (LANDNET)
- A Chairperson for Young Earth Scientists (YES) Network Africa and a National Representative for YES Network Malawi.

REFEREES

- Lusungu Dzinkambani; Corporate Advocacy and Policy Manager, AMREF International, Kenya
Email: lusungudzinkambani@gmail.com
- Prof Cosmo Ngongondo; University of Malawi, Chancellor College
Email: cngongondo@cc.ac.mw
- Titus Gwemende; Southern Africa Extractives Advisor, Oxfam
Email: TGwemende@oxfam.org.uk