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**Iman AL Aqrabawi**

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**EDUCATION**

M.A. Clinical Psychology University of Jordan – Amman, Jordan /2003

B.A. Psychology University of Jordan – Amman, Jordan /1998

**SUMMARY OF QUALIFICATIONS**

I have a distinguished experience of 19 years on the technical and managerial levels in fields of project management, child protection, gender based violence, training and psycho-social intervention. with outstanding communication, leadership and organizational skills that enhance service delivery and efficiency in different conditions.

During my career bath, I was able to prove myself as a responsible, hard worker, planner, quick learner, self-motivated, and committed person toward my career as well as the organization I worked with.

**PROFESSIONAL EXPERIENCE**

***Jordan River Foundation (JRF), The Intervention Services Manager/ September 2018 until present:***

***Responsibilities:***

* To oversee the technical implementation as well as the managerial aspects related to the intervention services including case management, psychosocial support and helpline services.
* To ensure support and ongoing capacity building opportunities for staff on technical and supervision skills to enable them to successfully perform in their positons.
* To ensure the highest quality of reports in terms of activities, indicators and achievements.
* To ensure consistent and appropriate collaboration between different service providers among the intervention services team and maintain open and professional relations between them.
* To provide technical guidance to the intervention team upon needed.
* To plan and insure the strategic building of child protection program closely with the relevant department at JRF.
* To ensure timely completion and submission of monthly reports, probations and annual performance review.
* To partnership with other agencies on child protection and GBV issues.
* To assist with the recruitment of intervention staff in collaboration with the HR department.
* To advocate with other partners and stakeholders to promote the best quality of legislations, procedures and services for child protection and GBV survivors of violence.
* To contribute to the development of internal strategies and policies related to CP and GBV issues, as well as to the relevant proposals and projects.
* To ensure the high quality programming according to the international minimum standards and best practices.

***Jordan River Foundation (JRF), Child Protection Advisor/ August 2014 until 2018:***

**Responsibilities:**

* Providing direct technical support, mentoring and guidance to project Managers and trainers besides conducting field visits to ensure quality and harmonization of the implementation of Child Protection and gender based violence projects.
* Providing direct support and advice on the development of strategic partnerships with national and local NGOs.
* Supervising the development of specialized training manuals such as Case Management, Psychosocial Support, working with Perpetrators, Standard Operating Procedures, Mental Health Disorders and Gender Based Violence, in addition to mentoring the technical trainings implementation and coming up with the needed recommendations accordingly.
* Supporting the development and implementation of case management archiving system at Family Protection Department.
* Helping to identify the internal staffing technical needs, and support the recruitment of staff in collaboration with the concerned departments.
* Evaluating the child protection programs according to the national and international criteria of best practice for child protection programs, in addition to set out the improvement plan to enhance the efficiency of the implemented programs.

***Jordan River Foundation (JRF), project Manager /February 2012 until Present:***

**Responsibilities:**

* Planning the project (Define the scope of the project in collaboration with senior management, create a detailed work plan which identifies and sequences the activities needed, Determine the resources required to complete the project, develop a schedule that effectively allocates the resources to the activities, revise the schedule as required, Determine the objectives and measures upon which the project will be evaluated at its completion.
* Staffing the project
* Implementing the project (Execute the project according to the project plan, develop forms and records to document project activities, set up files to ensure that all project information is appropriately documented and secured, Monitor the progress and make adjustments as necessary to ensure the successful completion of the project, establish a communication schedule to update stakeholders including appropriate staff in the organization on the progress of the project.
* Controlling the project (Write reports on the project for management and for funders, Monitor and approve all budgeted project expenditures, Monitor cash flow projections and report actual cash flow and variance to senior management on a regular basis, ensure that all financial records for the project are up to date in collaboration with the finance department,
* Evaluating the project (Ensure that the project deliverables are on time, within budget and at the required level of quality, Evaluate the outcomes of the project as established during the planning phase.

***Jordan River Foundation (JRF), Manager, Gender Based Violence Unit/February 2009 – November 2012***

***Responsibilities:***

* Planning (Contribute to ongoing assessments and analyses to better understand protection risks, to map points of service for survivors of GBV and vulnerable individuals, identify support structures, analyze trends of GBV and develop/adjust program strategies to meet needs and contribute to program design and the preparation of concept notes and proposals).
* Program implementation and capacity development (Identify and reinforce existing support mechanisms and work closely with local counterparts to ensure community buy-in and cultural appropriateness of activities, strengthen case management and referral systems, work with teams and communities to develop appropriate prevention and awareness-raising/behavior change strategies, train GBV staff to become leaders of GBV prevention and response including guiding principles of addressing GBV,GBV Case Management and referral pathway development).
* Working closely with the unit team members to develop data management system for GBV survivors received by the unit.
* Staffing (Assist in the selection, training and support of qualified program staff, develop support strategies for staff and introduce principles of self-care).
* Financial Management responsibilities (Develop work plans in line with financial pipelines, Work with Finance and Logistics to plan and procure supplies within program budgets, and Ensure compliance with donor regulations).

***Jordan River Foundation (JRF), Senior Psychologist/1999 –2009***

***Responsibilities:***

* Identify psychological, and behavioral issues for children and their families.
* Diagnose psychological, emotional or behavioral disorders.
* Develop and implement treatment plans and therapeutic processes.
* Help clients define goals and action plans to achieve personal, social, educational development and adjustment.
* Monitor clients progress through regular meetings or sessions

**TRAINING**

* Leadership skills training which was held by king Abdulla II fund in collaboration with IDG/United Kingdom and the Royal Military Academy Sandhurst. The training continued for ten days on three stage with total of 80 hours.
* Children and Adolescent Psychotherapy. The training was held from 2004 to 2007 by Hamburg University/Germany based on the European curriculum for children and adolescent’s psychiatry and psychotherapy. Through participating in the training, a practice certificate was given to approve the participants’ capability to practice psychotherapy with children and adolescents
* Al-Rashid and The National Center for Mental Health Hospitals (which was part of my M.A. and B.A.) where I conducted psychological test analysis beside creating the treatment plans for the clients.
* Play therapy and working with family’s trainings.
* Specialized trainings for women victims of GBV.
* Specialized trainings on strategic planning.

**LANGUAGES**

* Native Arabic speaker
* Excellent command of spoken and written English