

## EDUCATION

**2021 – H. Humphrey Fellowship, Sustainable Development & Data Management**, Cornell University, NY, USA

- Certificate in Project Management
- Certificate in Data Analytics
- Certificate in Statistical Foundations

**2012 - NUFFIC/NFP Scholarship, Master of Arts in International Non-Governmental Organizations**, Webster University, Leiden, The Netherlands

**2007 - Professional Diploma in Philology** (Russian Language, Literature and Foreign Languages (English)), Yerevan State Linguistic University after V. Brusov, Yerevan, Armenia

## PROFESSIONAL EXPERIENCE

**2021 – (September) – Impact Measurement and Management Lead**, UNDP Innovation & SDG Finance Portfolio

- ✓ Strategic scale up internationally and within UNDP global networks
- ✓ Design of IMM service line for public (government, academia) and private sectors
- ✓ Impact strategy design and implementation
- ✓ Data collection and analysis, impact reporting
- ✓ Impact models design, SDG-alignment, Portfolio analysis
- ✓ Impact coaching and mentorship (curriculum development, facilitation of impact training, 1:1 sessions)

**2021 – (March-June) – Impact Measurement and Management Expert**, UNDP ImpactAim Accelerator

- ✓ Data collection and analysis, impact reporting
- ✓ Impact models design, SDG-alignment, portfolio analysis
- ✓ Impact coaching (curriculum development, facilitation of impact trainings, 1:1 sessions)

**2019–2020 – Impact Measurement and Management/Programme Associate**, UNDP ImpactAim Accelerator

- ✓ Impact profiles design, SDG-alignment
- ✓ Impact coaching (curriculum development, facilitation of impact trainings, 1:1 sessions)
- ✓ Financial/administrative/procurement coordination of the project

**2017-2019 – Programme Associate**, UNDP-GEF "Environmental Education" Project, UNDP in Armenia

- ✓ Substantial support in programmatic/financial/procurement coordination of project (development/review of ToRs, collaboration with project experts' team, donor reporting, M&E, communications, event management etc.)
- ✓ Data collection & analysis/Quality Assurance/UNDP RBM

**2013– 2017 – Project Assistant**, EU/UNDP "Clima East Pilot Project in Armenia", UNDP in Armenia

- ✓ Substantial support in programmatic/financial coordination of project (collaboration with project experts' team, donor reporting, M&E, communications, event management, etc.)
- ✓ Substantial support in project procurement processes (development/review of ToRs for IC recruitment (interview processes, direct recruitment, etc.); RFQ/RFP; review of bids & evaluation, etc.)

**2008-2010 – Programs/Communications Associate**, Eurasia Partnership Foundation/EPF, Yerevan, Armenia

- ✓ Substantial support in daily coordination of volunteers' pool in 10 regions of Armenia (selection of at least 50 volunteers annually, contracting & establishment of community youth centers, coordination of community projects, facilitation of local and international workshops)
- ✓ Substantial support to Program and PR units in data management, development of awareness raising, and knowledge materials
- ✓ Programmatic/Financial donor reporting

**2007-2008 – Administrative/Communications Assistant**, Eurasia Foundation, Yerevan, Armenia

- ✓ Administrative/programmatic/outreach tasks for HR, Program Unit & Outreach Team
- ✓ Daily support to HR in vendor management, contracting, filing etc.
- ✓ Maintenance of grants databases and program/HR archives

**2007 – Intern, Administrative and Program Units**, Eurasia Foundation, Yerevan, Armenia

- ✓ Support in contacts database management
- ✓ Support in archive management (grants database, contracts management, filing)

## OTHER PROFESSIONAL/VOLUNTEER EXPERIENCE

**2015-2016 Global Partnerships Lead, Drop Inc.**

- ✓ Resource Mobilization & Donor Cultivation

**2013 European Youth Award (EYA) Ambassador/Juror** (<http://www.eu-youthaward.org/>)

- ✓ Promotion/awareness raising, partnership building & networking in Armenia
- ✓ Juror (selection/recommendation of winning projects considering ICT, youth and social impacts)

**2012-2013 Development Manager/Co-founder, "CityBugs" Citizen-engagement Social Start-up**

- ✓ Local/International partnership & networking,
- ✓ Resource Mobilization

**SEMINARS/TRAINING**

**2021 -2022** – Impact Measurement and Management for SDGs, Offered by Duke University, Coursera

**2020-2021** – Regular training on leadership, project management, MBTI, 7 Habits of Highly Successful people etc. by Cornell University, NY, USA

**2019** – Regular training and webinars on Impact Measurement and Management (Impact Management Project, Oxford Said Business School, Business Call to Action Platform, Sopact, SROI, etc.)

**2018** - Ethics and Integrity; UN Course on Prevention of Harassment, Sexual Harassment & Abuse of Authority

**2013** - Regular Training/workshops organized by UNDP in Armenia & Kolba Social Innovation Lab (Environmental Stewardship Design Workshop; Design Process & Tools (Waag Society), Yerevan, Armenia

**2016** "Engaging Citizens: A Game Changer for Development? – 2<sup>nd</sup> phase", WB Group, Coursera

**2015** "Introduction to Sustainable Development", Columbia University, Coursera

**2015** "Turn Down the Heat", WB Group, Coursera

**2015** "Engaging Citizens: A Game Changer for Development?", WB Group, Coursera

**2014** "E-volunteerism through Digital Technologies", Good Network Foundation, Warsaw, Poland

**2011-2012** Regular training/simulation games/seminars by Webster University on "Time and Stress Management; Team Work and Conflict Management; Communications and Cultural Diversity; Project Management & Fundraising; International Organizations (Special Tribunal on Former Yugoslavia; International Criminal Court/ ICC, etc. "/ Leiden, Amsterdam, The Hague, the Netherlands

**2010** Training of Trainers/ Tbilisi, Georgia

**2009** PR and Communications/ American University of Armenia/ Yerevan, Armenia

**2009** Fundraising (Building Partnerships; Concept Note Writing) / Yerevan, Armenia

**2008** Program Design and Management/ Yerevan, Armenia

**2008** Participatory Strategic Planning/ ICA: UK/ Belfast, Northern Ireland

**COMPUTER SKILLS:** MS Office, Website Backend Management, Database Management, Internet Applications

**SOFTWARE:** ERP Systems, Backend management

**LANGUAGE SKILLS:** Armenian (native), English (proficient), Russian (proficient)

**HONORS/AWARDS**

**2016** – **Digital Communications Networks** – "360 Impact" project

**2015** – **UNAOC Fellowship**, MENA Cohort, "Interfaith & Intercultural Dialogue: Youth Development: The role of ICTs"

**2015** - **World Summit Youth Award** 2014 (Winner, Digital Initiatives for Social Good)

**2014** - **European Youth Award** 2014 (Winner, Digital Initiatives for Social Good)

**MEMBERSHIPS**

**2021** – Fulbright Alumni

**2020-2021** – H. Humphrey Alumni, Cornell University Alumni

**2011-2012** - Member of "Youth Empowerment Club of Webster", Webster University, Leiden, the Netherlands

**2003-2007** - Member of Student Council, Yerevan State Linguistic University after V. Brusov, Yerevan, Armenia