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| ***Safae BENNANI***  ***Casablanca, Morocco***  [*safaben@yahoo.com*](mailto:safaben@yahoo.com) |  |



International development programs manager, 15 years of experience in progressive roles within different types of international entities. Financial responsibility up to 2M EURO. **PMP Certification training (ongoing)**

# PROFESSIONAL EXPERIENCE

**Social Impact Consulting – Project DIRASSATI Dec 2018- Today**

Fondation Marocaine pour le Soutien Scolaire -

PROGRAM MANAGER, STRATEGY AND SUSTAINABILITY

* Policy and planning

• Prepare and implement the **sustainability and social development strategy** (Model generalization in different national regions) based on stakeholders requirements

• Define the **strategy for developing new partnerships** and promote the company's activity to potential funders

• Facilitate the analysis of the network's reflection on the different issues related to the mission

**• Ensure compliance with the project business model** throughout the implementation process and the development strategy

* Management, monitoring, evaluation & control

**• Plan, implement and monitor the project** in collaboration with the implementing technical partners

• Supervise budget execution and ensure reporting to all donors

• **Develop and implement a monitoring and evaluation system** based on technical and financial partners’ requirements

• Monitor and evaluate program activities

• Prepare and submit to the Board of Directors and donors quarterly and annual reports of activities

• Inform all program stakeholders of program progress

* Partnerships and external relations

• Develop working relationships with various entities; associations and professional and social networks, in order to **promote the visibility of the interventions of the FMSS Fondation Marocaine pour le Soutien Scolaire**

• Contribute to partnerships with organizations, institutions and associations operating similar or complementary intervention area of

• Represent the FMSS and communicate its mission, goals and strategies

• **Produce and track fundraising proposals (concept note, logical framework, implementation plan and budget)**

**Social Impact Consulting - Entrepreneurship Center Nov 2017 – Dec 2018**

Entrepreneurship Training Center –Hassan II University, Casablanca

DIRECTOR, PARTNERSHIPS AND FUND RAISING MANAGER

* Program management:

• Plan, implement and oversee the execution of the Entrepreneurship Center training program

• Ensure the management and the technical & financial execution of the program

• Monitor program performance and ensure delivery of deliverables

• Maintain close working relationships with key contacts to ensure ongoing engagement around the program

• Communicate the status of the program to all stakeholders, project holders, technical and pedagogical partners, and funders

• Collaborate with the president on strategic program development, stakeholder management, and program reporting

• Identify and recruit trainers

• Supervise the organization of the calls for applications and the selection of candidates

• Monitor and evaluate the trainings and curriculum

• Establish narrative reports and manage donor contracts

• supervise financial reporting

• Oversee project teamwork, insure their supervision and evaluation

• Ensure the proper application of the SOP

* Business Development and Operations Management

• Identify, mobilize and contract new partners and funders

• Develop canvassing initiatives with several donors and potential donors, including individuals - companies, national and foreign foundations and institutional donors

• Keep track of potential calls for projects, and elaborate structured projects proposals for funding entities and ensure their completion

• Prospect international donors or major international funding organisms

• Manage partnerships with companies around two axes: financial partnerships and skills sponsorship

• Animate partners’ network

• Lead the center's flagship events: Inaugural Conference, Communication and Recruitment Conference, Preparation for the Graduation Ceremony

• Ensure the visibility of the entrepreneurship center brand as well as that of the partners in all traditional and digital communication media

* Training and professional integration

• Supervise the training plan and its implementation (evaluation / improvement) in consultation with the steering committee

• Supervise the implementation of training and mentoring actions internally and externally

• Supervise trainings documentation as well as the hiring process

• Initiate team meetings with trainers

• Initiate training workshops on CV creation, cover letter and job search

• Ensure and build rapport with local partners (private companies, ANAPEC, associations, recruitment agencies ...) and solicit new partners or potential employers

• Follow the evolution of the training / employment relationship, the job market, new jobs and opportunities

• Visit potential recruiting companies to develop links with employers to capture job offers

• Produce periodic monitoring reports of the actions (weekly report, monthly, quarterly ...)

• Follow the professional itinerary of the graduates inserted

• Prepare, implement and monitor agreements between the foundation and all of its employers - partners

CONSULTANT - INTERNATIONAL TRADE AND TRANSLATION **June 2007 - Today**

## English – French- English, Arabic, English-Arabic

Official Bulletin, Finance Act, Customs circulars, International trade

## Office of Security Cooperation (OSC), DoD U.S.A – US Embassy Rabat Sep 2007- Dec 2012

## INTERNATIONAL DEVELOPMENT PROGRAM MANAGER & CONTRACTING OFFICER REPRESENTATIVE

* Initiated, planned and executed OSC **1M USD** International Development Programin Morocco
* **Coordinated cross-functional inter-agency** **projects**, prepared detailed plans for project execution
* Developed and implemented short and long-term strategies to accomplish project goals
* Maintained productive **relationships with the NGOs and civic society** in the host nation (Morocco) with international organizations and entities and **with FAR Medical Hospital** (*Forces Armées Royales)*
* Facilitated **multi-way communication** between the office and the headquarters, **Africa Command** counterparts, **DHAPP** (Defense HIV AIDS Prevention Program) and **PEPFAR** (Presidential Emergency Plan For AIDS Relief)
* Acted as the **primary interface** between NGOs and OSC
* **Validated project proposal**s and insured **funding** process follow up
* Coordinated and **Conducted sites assessments** and meetings with NGO’s along with the local **Humanitarian assistance and the special operations- emergency response** multifunctional team to insure that the project is within the scope of the DoD HA program
* **Monitored the funding process** and insured that all required information and documentation is provided
* Helped launch new projects by coordinating between the local team and the HQ’s team: engineers, contracting officers and budget analysts.
* **Insured project execution phases, bidding process, contracting and budget follow-up**
* Coordinated and conducted **field visits** at every phase of the project
* **Acted as COR- contracting officer representative,** handled **EPC contracts** and maintained an active communication and follow-up with the **contractors and civilian consultants**
* **Prepared procurement packages, created SOWs (Statement of work), established sourcing lists, monitored contracts and insured technical and administrative Follow-up**
* Managed **multiple projects simultaneously** and provided weekly reports to stakeholders
* Maintained quality and readiness of project files usage and documentation
* Ensured visibility of HA projects for the OSC, the State Department and Africa Command team by **organizing donation ceremonies with media exposure**.
* Assisted with additional duties as necessary, including **interpreting during major events** and meetings and **translating relevant documentation** such as projects SOWs **and official correspondences between OSC military officers and the host nation counterparts**
* **Run a major 250.000 USD military to military HIV prevention program** and insured its execution in collaboration with FAR medical team.
* **Acted as the main liaison between PEPFAR – DHAPP in the USA and the FAR in Morocco**
* Attended numerous **conferences in the African continen**t (Botswana, Tanzania, Rwanda, Mozambique) on **international Development and HIV / AIDS), U.S.A and Europe**
* Managed and coordinated yearly multiple **OSC events such as the Vet Cap and the Med Cap** within African Lion Framework

## Tradebeam Inc. Global Trade Management and Solutions June– Sep 2007

## TRADE SERVICES INFORMATION TRANSLATOR

# EDUCATION

## MBA - Master of Business Administration - Johnson & Wales University Rhode Island – U.S.A June 2002

## BA – International Institute for Higher Education in Morocco, IIHEM, Rabat- Morocco

## (Anglo-Saxon curriculum ) June 2000

# TRAINING, LANGUAGES & SKILLS

* **PMP Certification training 01/2019**
* Attended multiple **trainings and conferences** in Morocco, Europe, USA and in different **sub-Saharan countries** on **International Development**, **humanitarian** **assistance** and **Public Health – HIV-TB**
* **HIV/AIDS Program Coordinator Certificate**
* **Contracting Officer representative Training**
* **Introduction to Project Management Training**
* **The Impact of Culture on Communication certificate**
* **Bloodborne Pathogens for Health Unit Staff certificate**
* Effective written and fluent verbal abilities in **Arabic, French and English**
* **Spanish -** Beginner written and verbal abilities
* **Computer skills –** Proficient in Microsoft office, Power Point and Internet documentation.