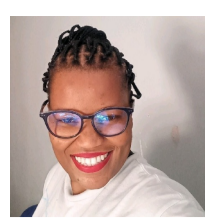


# NOZUKO GYSMAN

PROJECT MANAGER



## CONTACTS

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Vilakazi Street Durban South Africa 3610, Durban, 3610, South Africa



## SKILLS

Presentation skills and workshop facilitation

Project Management

Community mobilization

Financial management

Computer literacy

Client and stakeholder engagement skills

Planning and Coordination

Stakeholder analysis

Office administration

Donor Engagement and Grant Management

Communication Skills and People Management

Development, Emergency and Recovery interventions

Protection and psychosocial support interventions in disaster

Workshop facilitation

Presentations and demonstrations

Coaching and mentoring

## LINK

LinkedIn:

<https://www.linkedin.com/in/nozuko-gysman-376a4784>

## LANGUAGES

English

Afrikaans

Xhosa

## PERSONAL DETAILS

**Date of birth**

29 Nov 1984

**Nationality**

South African

## REFERENCES

**Levona Van Aarde**

Islamic Relief South Africa

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**Pontsho Segwai**

World Vision South Africa

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World Vision Southern Africa Region

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**Gcinumzi Sicwetsha**

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**Noqobo Betela**

Ubuntu Pathways, Social Work Supervisor

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## DRIVING LICENSE

**Driving license category**

Full

## ABOUT ME

Dynamic community development professional with a strong humanitarian focus, adept at achieving goals through organized and efficient practices. Thrives in high-pressure environments, skilled in adapting to challenges to enhance brand value. Eager to bring proven expertise in advancing organizational success to your team, committed to meaningful contributions and shared accomplishments.

## WORK EXPERIENCE

### Project Manager, Islamic Relief

Oct 2023 - Present

- Provide strategic management and oversight for projects, ensuring on-time, high-standard deliverables and efficient budget management.
- Develop and lead project proposals, coordinating with team members for effective project design and fundraising.
- Coordinate roles and collaborate closely with support teams to streamline project activities.
- Cultivate and manage strategic partnerships with government bodies and NGOs, representing Islamic Relief in various forums.
- Maintain comprehensive databases for partner contacts and provided key indicator tracking and reporting.
- Facilitate information sharing with cross-functional departments, enhancing project communication.
- Draft and manage MOUs, contracts, and agreements to uphold project governance.
- Showcase teamwork, innovation, and excellence within a problem-solving context.
- Establish effective practices, templates, and tools to boost project capabilities.
- Oversee project administration, delivering timely, high-quality financial reports to stakeholders.
- Communicate progress, risks, and milestones to stakeholders, maintaining a detailed project schedule.
- Conduct field visits for on-site leadership and ensured effective project implementation.
- Submit comprehensive quarterly and monthly narrative reports, ensuring compliance with regional legislative requirements.

### Response Manager, World Vision South Africa-KZN Response Office

Aug 2022 - May 2023

- Implement response strategies and plans aligned with WV's strategic goals and humanitarian standards.
- Engage and collaborate with stakeholders to develop and execute an effective engagement strategy.
- Cultivate productive relationships with humanitarian actors, government representatives, and stakeholders.
- Lead technical support and capacity development efforts for country offices and partners on humanitarian response.
- Monitor humanitarian risks and provide timely insights to regional and HuT teams.
- Facilitate inclusive emergency response project planning with network members and country offices.
- Support emergency response project development for World Vision offices, network members, and partners.
- Offer expert advice on inclusive and integrated humanitarian responses to World Vision field offices.
- Lead initial phases of humanitarian responses in partnership with WV members, partners, and country offices.
- Drive project and program monitoring, evaluation, learning, and reporting with stakeholders.

### Development Facilitator, World Vision, Durban

Jul 2019 - Jul 2022

- Spearheaded staff and community training for effective project planning, implementation, and sustainable transition.
- Developed comprehensive implementation and procurement plans in collaboration with finance and supply chain teams for economic recovery initiatives.
- Enhanced capacity of women and youth-led CBOs in rural areas, focusing on health education and psychosocial support for children.
- Ensured all projects were inclusive, accommodating both children and adults with special needs.
- Collaborated with stakeholders to create forums addressing health education needs in rural schools.
- Facilitated peer educator training and provided ongoing support to establish peer groups in rural schools.
- Ensured development programs met quality standards, promoting program enhancement, community participation, and ownership.
- Strengthened partnerships with community leaders, municipalities, churches, and faith-based organizations focusing on child well-being outcomes.

### Maternal Infant Case Worker, Ubuntu Pathways

Nov 2018 - Jun 2019

- Deliver outreach and engagement, community-based support services, home visitation, intensive case management, prenatal/post-partum health workshops, and parenting classes
- Conduct needs assessment, identify strengths, and collaboratively develop case plan to help mothers define goals and engage mothers in ongoing follow-up and motivation to support their goals
- Provide prenatal and postpartum home visitation and support in areas such as breastfeeding, parent-infant attachment, child development, home safety, and other maternal and infant health-related topics.
- Provide intense Case Management including assistance with employment, education, child-care, medical and other services
- Connect mothers to prenatal and post-partum health education workshops on variety of related topics.

### Lay Counsellor, Health Systems Trust

Apr 2018 - Oct 2018

- Deliver comprehensive community-based support services including outreach, intensive case management, prenatal/post-partum health workshops, and parenting classes.
- Conduct needs assessment, identify strengths, and collaboratively develop case plan to help mothers define goals and engage mothers in ongoing follow-up and motivation to support their goals.
- Provide prenatal and postpartum home visitation and support in areas such as breastfeeding, parent-infant attachment, child development, home safety and other maternal and infant health-related topics.
- Provide intense case management including assistance with employment, education, child-care, medical and other services.
- Connect mothers to prenatal and post-partum health education workshops on variety of related topics.

### Student Social Worker, Department of Health, Infectious Disease Clinic

Jan 2016 - Sep 2016

- Assess clients' needs, sit and support networks to goals and develop plan for wellbeing
- Research and refer client resources, such as food social grants and health
- Respond to crisis situation of abuse and domestic violence
- Advocate for and help clients that would improve their follow-up with clients to situations that have improved
- Monitor and evaluate effectiveness of services provided
- Provide individual, and group couples therapy, develop change behaviour coping mechanisms to different situations.
- Inform clients to understand and make necessary their lifestyle, and housing or provide information on s home health care or sup clients manage their illness.
- Support doctors and other professionals understand diseases and illnesses and how affect clients' mental and emotional well-being
- Maintain and update client files and ensure statistics are up to date.
- Guaranteed client safety by providing emotional support and crisis intervention.
- Drove continuous improvement of service by maintaining up-to-date knowledge of referral sources throughout the community.
- Ensured client satisfaction, maintaining inventory of local community resources and linking with appropriate support services.
- Optimised client outcomes by engaging clients and caregivers in active care planning.
- Maximised client independence, providing education and self-management support based on client preferences.

## EDUCATION

### Masters in Project Management, Liverpool John Moores University, Liverpool

2023

- Continuing education in Masters Project Management.

- Degree is not yet complete.

### Bachelor of Arts in Social Work, University of South Africa, Pretoria

2018

- Degree complete and registered with SACSSP.

### Higher National Certificate, Port Elizabeth College, Port Elizabeth

2006

I completed a certificate in Human Resource Management N6 certificate, majoring in personnel management and personnel training.