

# SAMANTHA MUTOREDZANWA

## Program Design & Development Specialist | Program Management

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Gauteng, South Africa

### EXECUTIVE SUMMARY

With the ever changing socio-economic landscape, my particular skill set is specially suited to this dynamic industry. I have an endearing passion for Social Development Programs that involve the Growth & Empowerment of the African continent as a whole. In 2015, I founded an organization known as the Passage of Hope; an enriching, practical program that enables young African women to reach their full potential through academic, social and economic empowerment. I have had the privilege of building relationships internationally and learning from experts worldwide.

I have over 10 years of experience within the social development and agricultural sector, working across Africa, designing & implementing over 100 community projects that have had a lasting & positive impact. My specialist focus areas include food security, skills development, agri-enterprise development, malnutrition and youth upliftment.

I also regularly share my passions & knowledge within the Environmental and Climate Change Community and have a deep appreciation and understanding of Cultural, Social and Inter-Disciplinary Development Related issues. In these areas of expertise among others, I have been able to grow immensely due to a self-motivated work ethic & an integral belief in professionalism, integrity, perseverance and the continuous enablement of communities.

### EDUCATION

- 2015 • Masters Degree with Distinction (Environment and Society)  
**MA - University of Pretoria (UP), South Africa**
- 2011 • Bachelor of Arts with Special Honours (Geography)  
**BA Hons - University of Zimbabwe (UZ), Zimbabwe**
- 2010 • Bachelor of Arts Degree  
**BA - University of Pretoria (UP), South Africa**
- 2006 • Cambridge A Level Certificate  
**British International College, South Africa**
- 2004 • Cambridge O Level Certificate  
**Hillcrest College, Mutare, Zimbabwe**

### CERTIFICATIONS

**Certificate in Environmental Impact Assessment, Environmental Enforcement & Compliance**

University of Pretoria, SA

**Certificate in Project Design, Monitoring & Evaluation (Certificate with Excellence Award)**

Project Management Institute, Washington DC, USA

**Certificate in Climate Change**

Development Reality Institute, Zimbabwe

**Certificate in Results-Based Project Management (Certificate with Excellence Award)**

Project Management Institute, Washington DC, USA

## CAREER PROGRESSION

11/2022 - Present

South Africa

### Senior Proposal Development & Project Support Specialist

#### Agricultural Development Agency (AGDA)

- Currently serving as a Program Support Specialist involved in the management of multiple agri-programs
- Proposal Development: My duties involve the management, design & implementation of all private/public sector CSI proposals in AGDA averaging a cumulative value of over \$550'000
- Involved in the Optimization and Improvement of social development & management actions, including food security, recycling, agri-enterprise development, malnutrition & youth upliftment
- Involved in the Sign-off & finalization of proposals with the CEO, AGDA Associates and Partners. This includes the implementation of systems, templates, and management of all environmental proposal development processes.
- Briefing of the operations team on the projects, deliverables, timelines, and outcomes and develop an implementation plan once proposals have been accepted and contracts signed
- Monitoring and evaluation of the all training programmes to measure the impact of interventions. This includes the Identification of all project risks and implementation of mitigating solutions on a pro-active basis
- Detailed site assessments and reporting for determination of the environmental impact of commercial activities.
- Scope of change actions across all human-centered influences on the community.
- Identification of critical research areas such as skills development, household food & water security, youth involvement within the agri-sector.
- Undertaking in various community projects for emerging farmers which include the designing of food security management systems, best practices, climate smart agricultural techniques, crop & animal production training, etc. This includes ensuring all design projects comply with local development and health regulations.

03/2020 - 10/2022

South Africa

### Senior Program Manager

#### Sizanani Mentorship Program

- Strategic and Operational Management of the entire Sizanani Mentorship Program and sub-programs
- Execution and Oversight of all sustainability initiatives and functions for all projects.
- Management of Donor Involvement and Research Structures into Prospective entities
- Internal Database Management and Maintenance of all Sizanani Program Staff & Resources
- Management, Planning and Design of the all programs as well as progress monitoring Implementation Operations to Ensure that all implemented activities are relevant to the mission and vision of the organization
- Public Relations and Social Media Management as the Face of the organization
- Stakeholder Management and Engagement with all major stakeholders
- Developed multiple donor and resource acquisition channels: social, email, etc and increased outbound engagement by 10%.
- Achieved program growth target standards by 40% in my first year  
Consolidated the Sizanani community reachout territory and grew the Mentor/Learner ratio by 35%.

## CAREER PROGRESSION

07/2018 - 12/2020

South Africa

### Fundraising & Project Manager

#### World Wildlife Fund South Africa

- Responsible for establishing a lean, customer/stakeholder-centered engagement process and culture across a dynamic team of 6 talented individuals.
- Directly engaged with potential donors to confirm their support by becoming a regional financial donor to the organization. Built rapport with potential donors from a public standpoint as well, providing an excellent and comprehensive engagement experience
- Actively involved in Knowledge Exchanges, Campaign product portfolios, service offering and sales processes
- Conducting of Performance Management Meetings to align daily, weekly and monthly targets as prescribed by the WWF Field Sales Representative Performance Management Indicators
- Conducting of Quality of Service Management Assessments
- System and Resource Administration to ensure the effective and accurate administration and processing of stakeholder & donor resources.
- Maintenance of Management Reports and Feedback documentation for stakeholders. Management of new fundraiser and donor induction training and materials
- Creation of Public Awareness Material to support WWF-SA's environmental and conservation efforts.

01/2015 - 11/2017

South Africa

### Junior Project Manager

#### Afrigrow Development

- Ensuring effective management and administration of all the organization's Environmental Projects
- Coordination of Development, food security and community-based programs
- Execution and Oversight of all sustainability initiatives and functions for all projects in certain parts of the South Africa.
- Evaluation of environmental operations and policy planning in accordance with AfriGrow policy and South African environmental laws and regulations Design and implementation of Tier 1 environmental technology projects including the new hydroponic solutions Impact Assessment Analysis and environmental compliance
- Compilation of executive level sustainability data results and integrated reporting requirements
- Management of system integration with consideration for sustainability and risk management, stakeholder relations, farm safety & health and environmental human resources
- Engagement in sustainability business development activities
- Updating and continuous management of the reporting position of the company and maintaining good relationships with appropriate stakeholder groups (shareholders, employees, potential and current investors, publishers, etc.)
- Proposal writing for upcoming initiatives and projects within the Region.
- Assisting and advising internal programs and project teams and facilitated productive interactions

# CAREER PROGRESSION

**2015 - Present**

Zimbabwe

## • Founder & Managing Director

### **Passage of Hope**

- Founder and Managing Director of a Southern Africa Organization that focuses on the whole scale empowerment of young women in rural Zimbabwe.
- Performed all the Strategic planning and initial implementation of from the registration of the organization to all the project inception as well as the Company Vision.
- Management of Fundraising, supporting girls' education with school materials, and paying school fees.
- Researching and facilitating skills development of underprivileged primary and secondary school age girls
- Managing over 30 volunteers for the hosting of fundraising events to promote economic relief for the young women.
- Engaging and forging of international and local partnerships with business organizations to secure funding
- Managing the development innovative education programs that is regionally and culturally specific to the young women
- Developing & Establishing long-term community support programs and education for the community as a whole such as Health & Sanitation, Academic Tutoring and Agriculture.
- Establishing programs which promote women and girls empowerment in rural areas.
- Researching and identifying environmental issues, that affect women and girls' education.

**2014 - 2015**

South Africa

## • Executive Administrator

### **African Women Association**

- Responsible for the Organizing and setting up meetings with upcoming business prospects.
- Management and Coordination of all business events and the leading of various organizational teams
- Development and execution of strategic mandates and plans to enhance economic empowerment for women.
- Business partner engagement and management of project involvement within the AWA's network

**2012 - 2013**

South Africa

## • Volunteer

### **Refuge Aid Organization**

- Designed development programs for the refugee children aged between 5 years to 16 years ensuring they get access to education and healthcare resources.
- Worked with refugee children to develop their social integration and providing unaccompanied asylum seekers with sufficient access to care centers.
- Researching data and documentation on children's country of origin and communicating with organizing teams relevant information for assisting the children with resource and shelter placement.

**2010 - 2011**

South Africa

## • Research Assistant

### **Impact Research International**

- Conducting cutting edge, team-based research work for the World Bank Structured Support to non-governmental organizations.
- Performed Agile Data collection, compilation and analysis.
- Report writing based on project research findings
- Production of proposal reports on key findings.

## ACHIEVEMENTS & AWARDS



### Top 1% Development Expert Award

AfriGrow Development Expert Award for 2 Years in a row! (2016 and 2017)



### Certificate of Excellence Award

Project Management Institute, Washington DC, USA



### Increased outbound Stakeholder Engagement success rate by over 30%

By combining new touch point practices and creating real-time strategy activities.

## MY STRENGTHS



### Connecting with people

People easily feel comfortable with me and my ability to show empathy. This especially helps with the community and stakeholder engagement, to help manage my customer relationships securely, and always think of the end client in my work.



### Presenting & Public Speaking

Most comfortable in front of an audience, I have been presenting 7-10 times per week in front of clients and at sales conferences and seminars



### Active Listening

Successfully managed an A level Management portfolio of over 20 ensuring frequent touch points and regular status meetings to ensure continued loyalty by hearing and exceeding their needs



### Adaptability

Learning from past and current experiences. Applying these lessons in my work and giving my best in every situation.

## MY SKILLS

### My Areas of Specialization

Program Management	Project Design	Climate Change	Sustainability Development	
Relationship Building	Impact Assessment	Planning	Food Security	Business Development
Strategic Management	Risk Management	Project Management	Stakeholder Engagement	

## MY LIFE PHILOSOPHY

Potential is not an endpoint but a capacity to grow and learn.

Eileen Kennedy-Moore

In every walk with nature one receives far more than he seeks.

John Muir

## MY REFERENCES

### Lynne Roos

Position: Head of Transactions (AGDA)

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### Quinton Naidoo

Position: CEO | Afrigrow Development (Pty) Ltd

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### Clement Mhlanga

Position: Director of Operations (Save the Children)

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