

**Mike Junior Maketho**  
Cell:+263772252072  
Email: [mikemaketho@gmail.com](mailto:mikemaketho@gmail.com)  
Skype: mikemaketho

## PERSONAL PROFILE

A savvy A Development and Humanitarian expert with eleven years' experience in Communications, Advocacy, Partnership Building, External and Internal relations, Fundraising and Resource Mobilization. Through grants writing, proposal writing and flash appeals. In addition, I have experience in documenting change, developing and implementing emergency communication strategy with intensive experience in, operational communication, external and internal communication as well as providing capacity building around effective communication and report writing. I have in-depth understanding of Strategic Communications, Social Media and Knowledge Management with demonstrated experience in documentation, Reporting ,Storytelling, Digital communications and evidence-based strategy development and implementation in the NGO sector including the United Nations .I have demonstrated experience and competencies in networking and partnership building through working with government departments, civil society, development partners and communities at national and regional level. I possess a broad range of skills and areas of knowledge which include Knowledge and Information Management, Advocacy and influencing, Monitoring and Evaluation, with additional experience in Partnership building, and Report Writing. I have experience in planning, implementing and coordinating, Assessments,Evaluations, Research, Data Collection and Documentation. In addition, I have in-depth understanding of providing capacity strengthening and technical backstopping to civil society organizations .I have further experience in leading Operational Information Management & Performance Reporting (OIM & PR). I possess analytical thinking; planning, organizing and problem solving abilities with the ability to communicate effectively in order to communicate complex and technical information to technical and general audiences possess skills in facilitating meetings effectively and efficiently and to resolve conflicts as they arise.

## Core Competencies

Media Outreach & Liaison	Advocacy	Monitoring &Evaluation
Brand Management	Facilitation & Training	Photography
Report Writing	Press Releases Articles	Blogging
Desktop Publishing	Writing Case Studies	Event Management
Lobbying	Policy Research	Public Relations

## KEY SKILLS AND CORE COMPETENCIES

**Programme Development and Management:** An expert in participatory programme development and leadership with excellent advocacy and representation skills including providing advice and technical support to planning and implementation.

**Stakeholder and Working Relations:** Strong influencing and stakeholder engagement-partnership skills – proven ability to build ‘high level’ cross cultural relations with Governments, Communities,

UN, NGOs, Private Sector Companies, Donors and other Development players to enhance brand identity and leverage resources.

**Reporting, Knowledge and Information Management:** Strong understanding of Operational Knowledge and Information management as well as promoting learning and documenting best practices. I can perform a variety of specialized tasks related to managing data, performance reporting, technical and administrative services in support of programme activities. Experience covers planning and coordinating assessments, evaluations, vulnerability studies, research, data analysis and presentation as well as providing technical support to partners in developing Performance Monitoring Frameworks (PMFs), systems and plans, Surveys and key studies. I have experience in developing advocacy and influencing strategies.

## **EDUCATION**

---

Class of 2020-2023 **Doctor of Development Studies**, University of Pretoria, South Africa

Class of 2018- June 2019 **Master of Arts in Development Studies**, Midlands State University, Zimbabwe

Class of 2015-2016 **Master of Science in Peace and Governance**, Bindura University, Zimbabwe

Class of 2013 **Executive Certificate in Project Planning, Monitoring and Evaluation**-University of Zimbabwe

Class of 2008-2012 **B. A Honours History and Development Studies** – Midlands State University, Zimbabwe

Class of 2016 **Business and Sustainability**-University of Geneva -Summer School

## **CONSULTANCIES CONDUCTED**

---

- Led the development of Zimbabwe's National Food and Nutrition Advocacy and Communication Strategy together with an operational plan including an M&E plan for the strategy (2018)-Consultancy
- Team Member-Development of the National Nutrition Strategy, Zimbabwe (2020- 2021)-Consultancy
- Team Member-Reviewing of the Community Care Group Model- Food and Agriculture Organization of the UN(UNFAO)-LSFP Project 2021 -Consultancy
- Developed the ACCESS Coalition Advocacy and Communication Strategy for Southern Africa (June-July 2021) – Consultancy
- Evaluation of the Zimbabwe Electoral Commission Provincial Committees (2019)
- Led the implementation and management of the Integrated Food Security, Livelihoods and Humanitarian programs (2013-2017) responding to disasters such as drought, cholera and typhoid, as well as coordinating the development and implementation of the organization's M&E strategy including carrying out various studies, surveys and evaluations review which were intended to provide internal learning, strategic and operational decision making on program design and implementation. (2013-2017)
- Conducted baseline Surveys in Five districts of Zimbabwe: Muzarabani, Gokwe South ,Gokwe North Masvingo and Buhera (2016)

## **WORK EXPERIENCE**

---

**Vulnerability Analysis and Mapping (VAM)/ Knowledge and Information Management Consultant  
January 2021-June 2021**

**United Nations World Food Programme (WFP)-Masvingo Field Office**

- Responsible for Strengthening and contributing to WFP knowledge base and the understanding of food security and vulnerability issues at Field Office and CO level.
- I contributed to a better preparedness and response capacity to protect the lives and livelihoods of vulnerable communities that are at risk as well as contributing to the establishment and maintenance of a food security and vulnerability monitoring systems detecting changes in the food security and vulnerability situation of populations at risk.
- I also provided leadership to the field office in collecting, developing and analysing information products to support emergency preparedness i.e., risk analysis, early warning and contingency planning, including in preparedness activities, organizing and conducting emergency needs assessments and supporting operational planning, as well as performing food security and vulnerability assessments and monitoring.
- I was responsible for analysing geographic patterns of food insecurity and vulnerability by integrating primary food security data with other sources of data .
- I participated in the design and implementation of WFP programmes with particular emphasis on situation and response analysis.
- I provided up to date with ongoing natural or man-made threats, hazards and regional issues that have an impact on WFP activities and provide technical advice on innovative approaches to address these issues including assessment and analysis, monitoring and early warning to enable timely and appropriate programme evolution and intervention.

**Regional Project Manager: Southern Africa  
December 2020**

**April 2019 -**

**Humanist Institute for Cooperation with Developing Countries (Hivos)**

**Key Responsibilities**

- Successfully led the implementation of Hivos's Regional Energy Programme (Green and Inclusive Energy), managing and supporting a significant number of partners as well as cultivating useful relationships with stakeholders to transform innovative ideas into solutions and fundable programs and projects while successfully provided leadership and guidance on the overall planning and implementation of the project supporting five countries in Southern Africa while maintaining good communication channels with the Global Office, Country offices, Donors as well as Governments in the respective countries.
- I led the implementation of the Regional Monitoring and Evaluation strategy as well as coordinating Research at Regional level, providing M&E technical guidance and support to GIE grantees in the development and implementation of monitoring tools, which include data collection, analysis and reporting on GIE indicators.
- In addition, I was responsible for overseeing and approve the collation of analysis communication the 'Essential Elements of Information', pertaining to the operational environment and available human, financial and physical assets in order to facilitate access to timely and accurate information used at country, regional and corporate level.

## **Independent Consultant- Knowledge and Information Management April 2018 – March 2019**

### **Key Responsibilities**

- I supported designing and implementation of a broad range of program activities including: Election Processes, Peacebuilding and Youth Participation, Food Security and Livelihoods Interventions, ensuring that all activities are properly layered, sequenced and integrated within the resilience building programme and other programmes within the targeted districts and at national level as well.
- I successfully supported reviewing and providing advice on project /program design, particularly in Voter Education Programs, Civic participation programs Coordination to ensure that lessons from evaluations and assessments are incorporated to improve the quality of new projects.
- I worked with a number of local organizations in developing Information and Knowledge management strategies.
- I was also responsible for ensuring that design and monitoring framework follows established guidelines, proposed monitoring and evaluations systems are robust, project rationale and analytical underpinning are sound, and the likelihood of project sustainability is strong. Supporting clients and partners through development of robust monitoring and evaluation systems and frameworks as well as building their capacity in implementation of the strategy

## **Advocacy and Communication Consultant**

**September 2017-April 2018**

### **United Nations World Food Programme (WFP)**

#### **Key Responsibilities**

- Working in a Multi-Agency Project which involved UNICEF, WHO, FAO and WFP, supporting the government of Zimbabwe in the Scaling up of Nutrition Initiatives through development of effective advocacy and communication material that is multisectoral.
- I successfully led the development of the National Food and Nutrition Sector Advocacy and Communication strategy together with the monitoring and evaluation plan for the implementation of the strategy ,including development of evidence-based advocacy messages, tailored to each identified target groups and the expected outcomes, emphasizing on links to nutrition-sensitive agriculture, social protection, education, maternal and reproductive health.
- I was responsible for leading the Identifying of target audiences, and key influencers whose buy in is essential for the achievement of multi-sectorial nutrition advocacy objectives.
- In addition, I led the Identifying the best platforms and channels for conducting advocacy in relation to the functions of each priority audience e.g., pictures/video, telephone/SMS, pamphlets, face-to-face interactions, and field visits; as well as supported the translation of the advocacy messages into compelling communication materials for various audiences as well as developing a monitoring system to assess the impact of the tools and the strategy in general. I also provided technical support to the Food Nutrition Council Zimbabwe in planning advocacy and communication work.

## **Program Manager-Humanitarian Specialist**

**April 2013-August 2017**

### **Methodist Development and Relief Agency (MeDRA)**

- I was responsible for providing leadership to ensure excellence in building and maintaining effective working relationships with partners and donors.
- I also led the organization in establishing performance measures, collecting and analysing performance information, planning and managing evaluations and assisting the organization in using the performance information for decision-making and resource allocation.
- Providing adaptive programming and management to ensure better coherence, relevance, quality and accountability in the implementation of the early warning actions as well as providing technical advice on a wide range of program and policy issues including assessment and analysis.
- Supporting the development and implementation of strategies and interventions for household income-generation and savings among targeted women and youth as well as developing relevant and effective systems and structures aimed at promoting Social Protection and Resilience.
- I led the Implementing of the program monitoring and evaluation strategy, and recommending any possible changes based on the lessons learned at regional and global level while ensuring that the established guidelines on project monitoring and evaluation for different project components are respected as well as supporting the integrated approach to livelihoods resilience, while mainstreaming gender, protection, environment and nutrition.

## **Program Officer /Knowledge and Information Management**

**February 2012- March 2013**

### **Methodist Development and Relief Agency**

- I was responsible for coordinating field based officers and volunteers. During this period, I was also responsible for data collection, analysis and presentation to senior management. In addition, I successfully provided capacity building in monitoring and evaluation.
- I also successfully coordinated, facilitated assessments, response analysis, planning, budgeting, coordination, implementation, and monitoring and evaluation of humanitarian, food security and livelihoods projects as well as contributing to monitoring and maintaining relevant manuals, training materials and reports for livelihoods improvement.
- In addition, I provided technical assistance and advice to field operations on livelihoods and food security in emergencies and protracted displacement situations while ensuring compliance with the Minimum Criteria for Livelihoods and food security Programming and other relevant guidelines and policies.

## **Program Officer**

**January 2011-December 2011**

### **Zibagwe Rural District Council, Department of Social Services**

- During this period I supported the department in implementing various projects in the district. These included Social Protection, WASH, Food Security and Livelihoods providing monitoring and evaluation support. I successfully supported and coordinated the implementation of the cholera response program which was a huge success in 2011.

- I also supported the identification of any livelihoods assessments to be carried out, organize and supervise such assessments as well as ensuring periodic reporting on Value for Money aspects of livelihoods. Collaborating with NGOs and government departments that were involved in development work in the district, promoting Rural resilience through asset creation.
- I successfully provided regular project reports to the council, In addition, I supported the development and implementation of strategies and interventions for household income-generation and savings among targeted women and youth. This includes assisting participants in earning and saving income, managing money, and allocating household resources for improved household security and achievement of project objectives.

**Program Assistant: January 2009 –December 2010: ZNNP+ -Zimbabwe**

Successfully supported the district program through community mobilization as well as planning and coordinating events such as National AIDS day, district celebrations and awareness campaigns. I successfully established 15 community HIV and AIDS support groups that met regularly, as well as 7 health clubs in 7 High Schools and 9 Primary schools that were fully functional and active. I also supported activities such as awareness campaigns, school quiz, community road shows, as well as engaging with local media for coverage of the organization's activities. I also supported data collection and Monitoring and Evaluation as well as contributed to the development of reports and knowledge products that were produced in the district.

**REFERENCES AVAILABLE UPON REQUEST**

---

Mr. Tomson Phiri:	Mrs. Tariro Washaya: Program	Samantha Nengomasha
Spokesperson :WFP	Manager: Methodist Development	Program Manager: Hivos
Email:	and Relief Agency	Email: <a href="mailto:snengomasha@hivos.org">snengomasha@hivos.org</a>
<a href="mailto:tomson.phiri@wfp.org">tomson.phiri@wfp.org</a>	Email: <a href="mailto:twashaya@medrazim.org.zw">twashaya@medrazim.org.zw</a>	