

NNAJI AKUCHUKWU OPRAH

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A target driven and ambitious, self- motivated individual who has the necessary Finance and Project Management, Counseling, Strategic Planning, Human Resources Management, Peer education, Logistics, Admin & Procurement skills, personal attributes and managerial experience required for a successful career at any levels. In my current role bringing to the table proactive and flexibility approach to juggling different priorities and able to work autonomously and take ownership at all aspect of a task.

Experience

2022 - ONGOING

Project Assistant: Social worker/Case Manger (Assisted Returned and Reintegration)

International Organization for Migration (IOM)

- To maintain daily statistics related to health assessments and update the record on the database.
- Provided migrants' information regarding health assessments by phone daily.
- Responsible for Registration of migrants in the IOM database, scheduling and confirming medical appointments, and receiving and communicating messages for medical staff and beneficiaries.
- Responsible for data processing activities of the Migration Health Assessment Centre.
- Filing incoming/outgoing letters, reports, emails faxes as well as IOM documents and forms related to IOM medical issues.
- Provide information on IOM AVRR services and targeted return planning to eligible beneficiaries in line with the Standard Operating Procedures of the AVRR program.
- Conduct confidential information gathering/sharing interviews with beneficiaries considering voluntarily returning to their home country.
- Assess the needs of the beneficiary and develop individually tailored and viable return and reintegration plans in coordination with relevant service providers and IOM missions abroad that are aimed at enhancing sustainable reintegration in the beneficiary's country of return.
- Coordinate administrative and travel arrangements with the Australian Department of Home Affairs, IOM Canberra and IOM missions in countries of return.
- Maintain confidential beneficiary case files, computer-based database, The Australian Department of Home Affairs portal and complete periodic project reporting on a timely basis.
- Liaise closely with the Australian Department of Home Affairs, Australian Border Force and other service providers on the services IOM offers and in responding to beneficiary referrals.
- Conduct/facilitate information and awareness-raising activities and outreach among target beneficiary groups, Voluntary Return and Reintegration Programming, including through duty travel.
- Perform general office administration, record keeping and management of petty cash accounts.
- Undertake duty travel as per necessity

2019 - 2021

Project Officer (Protection Unit) / Social Worker

Network Against Child Trafficking Abuse and Labour - (NACTAL, NATIONAL)

- Collect, prepare, and present information through periodic and ad-hoc reports on activities.
- Support coordination and exchange of information with national institutional, professional, and academic counterparts.
- Liaise with relevant governmental, non-governmental (NGOs), international organizations as well as other relevant stakeholders.
- Provide general counselling to the returnees.
- Support smooth psychosocial reintegration within the family and community.
- Provide technical support on the activities of the local NGOs supported by the program component.
- Monitor activities by reviewing a variety of records, including control of plans, progress reports, project inputs, identify issues and propose adjustments as necessary.
- Provide support to the protection screening and needs assessment of the qualitative and quantitative impact of psychosocial support activities at individual, family, and community levels.
- Undertake duty travel to challenging areas when necessary, including field visits to monitor developments.
- Provide overall support in the day-to-day implementation of the programme and activities..
- Provide overall support in training activities for the organization.
- Provides services ranging from different support, including Psychological First Aid and other relevant PSS training.
- Conducting of needs assessment.
- Assist in the design and timely implementation of community-level sensitization through psychosocial and recreational activities adapted to the needs, age, and abilities of migrants.
- Support the provision of reintegration assistance within the case management specifically for vulnerable cases of returning migrants.
- Ensure the documentation and filing of all vulnerable cases for reference and monitoring including regular updates of beneficiaries' information.
- Assist the day-to-day implementation and monitoring of programme and activities.
- Perform such other duties as request by my supervisors.

2015 - 2018

Protection Officer / Senior Social Worker

Youth Child Support Initiative (YCSI)

- Assist in partners and state level intervention programs.
- Undertake regular field visits to conduct interviews with refugees, IDPs, host families, returnees, resettled IDPs and other relevant stakeholders in order to gather protection-related information.
- Identify and support community structures and entrance points for discussion and work on issues.
- Identify protection issues including focus group discussions and individual interviews in a safe environment.
- Preparing protection information in an easily understandable format for communities.
- Plan, design and implement protection awareness-raising activities for refugees, IDPs, communities and NGOs, in consultation with the target audience.
- Design, with the participation of representative community groups, appropriate protection interventions, including referrals to relevant authorities and agencies.

- Support the implementation of the Counter-Trafficking (Awareness Raising) and Victim Protection activities and deliverables, including timely delivery, quality control, administrative matters, follow-up and financial support.
- Facilitate cooperation with national stakeholders, organize work meetings, workshops and training sessions of partner NGOs, local authorities and public institutions, engaged in the process of identification, referral and support of VoT and vulnerable migrants.
- Provide technical and administrative support to relevant state and non-state actors, involved with awareness raising activities, as well as providing rehabilitation and sustainable reintegration assistance.
- Monitor the case-management of vulnerable migrants and victims of trafficking and support, including conducting screening interviews and intake as required.
- Carry out individual consultations with victims of trafficking and provide immediate rehabilitation and recovery support, including coordination of medical care, psychological counselling, emergency assistance, hospitalization, as well as shelter assistance for consulted persons, if needed. Adhere to IOM's internal guidance, policies and principles in the identification of target groups and assistance provision.
- Develop the beneficiary profile and needs assessment formats and ensure that information on returnees is codified and stored into a database for further processing, analysis and reporting.
- Guided by the existing SOP, coordinate with partners to provide family tracing and reunification and reintegration support to unaccompanied and separated migrant children.
- Initiate or support community or municipal level advocacy activities designed to improve the protection situation of refugees, IDPs, returnees and/or host communities.
- Identify protection issues in beneficiary communities and flag them for the attention of the supervisor.
- Follow up on individual protection cases within communities and with partner organizations.
- Conduct impact monitoring of project activities, in accordance with the organization's methodology.
- Represent the organization in different partners meeting where necessary.
- Counselling of returnees and psychosocial support.
- Follow up and referral.
- Maintaining client records.
- Entering of bio data of clients and trafficking information by phone.
- Registering of clients' information in the organization database.
- Printing and photocopying of IEC materials and other important documents of the organization.
- Data entry and dissemination of questioners.

EDUCATIONAL QUALIFICATIONS:

2021 (FELLOW)	PhD. Medical Social Work and Migration, (fellow) Federal University of Lafia, Nasarawa State.
2017-2019	M.Sc. Medical Social Work and Community Development, University of Nigeria, Nsukka, Enugu State.
2015-2016	PGD. Social Work and Community Development. University of Nigeria, Nsukka, Enugu State.
2009-2013	B.Sc. Economics. Caritas University, Enugu, Enugu State
2004-2009	Senior Secondary School Certificate Examination (S.S.C.E). Daughters of Divine Love Juniorate, Akpakpa- Nike, Enugu State
1999-2003	First School Leaving Certificate (F.S.L.C). W.T.C Primary School, Ogui New Layout, Enugu State.

CERTIFICATE COURSES AND TRAINING

- Training in emergency and disaster response (The National Emergency Management Agency)
- Certificate Course on Health Policy and Health System (Ebonyi State University)
- Gender Development (Institute of Gender studies)
- Research Methodology and Application (University of Nigeria Nsukka)

PROFESSIONAL MEMBERSHIP/VERIFICATION

- African Institute for Health Policy and Health Systems – Graduate Membership EBSU/CS/HPS/18C/12
- Nigeria Association of Social workers (NASoW) FCT: 0009
- Nigeria Institute of Management (CHARTERED) ABU/AMC/D14/023

CERTIFICATION

- Certified Project Manager
- Licensed Social Worker
- Certified Gender Expert
- Certified Health Policy and Health System Officer

SKILLS

- Written and verbal communication skills.
- Strong analytical, organizational and reporting skills.
- Empathy and good interpersonal skills.
- Ability to work under pressure.
- Multitasking and Prioritizing.
- Attention to detail, ability to organize paperwork in a methodical way.
- Good communications skills and proven ability to work in a team.
- Self-motivated, ability to work with minimum supervision.
- Ability to work with tight deadlines.

- High proficiency with Microsoft Office applications, including Excel, and PowerPoint, Good knowledge of information technology and proficiency in Microsoft Office applications, especially Excel, Word, PowerPoint, Publisher, and SharePoint.

REFEREES

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