Collins Odongo

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3844 Gateway Terrace, Burtonsville, MD 20866

Attention:Hr, 4/14/2021

## REF: Application for ELECTION VICE PRESIDENT ADVOCACY/LEADERSHIP

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I wish to apply for the above indicated open position with the PTA Organization . I have over 15 years in Public Policy and Administration with specialty on Terrorism, mediation and Peace. Other areas include Organization effectiveness, change management, partnership formulation, training, capacity building, and advocacy and project management. I am currently working and also teaching a Professor at the Washington Adventist University in the Business and Communication Department and as Business Development Consultant with Frito-Lay/ PepsiCo Company. I previously served as Cluster Coordinator for Paint Branch with the MCCPTA. I have excellent communication and dispute resolutions skills. I have both relevant experience and skills training in mediation, advanced diplomacy and development of programs. I have Bachelors degree of Science in Business Management with emphasis on compensation analysis and benefits, organization management, labor laws and relations. I also have my Master Degree in Global Development and Peace with a major emphasis on conflict resolution and management, mediation and regional integration. I have also accomplished my trainings on Leadership and Organization Change, Ethics and Social Justice, Finance Budgeting for Public Sector, Strategic Plan: Collaboration, Cooperation and Coordination, Terrorism and Legislation. I have completed my PHD in Public Policy and Administration (Terrorism, Mediation and Peace) course work just finalizing my Dissertation with Walden University.

I have consistently contributed my conflict resolution management skills, while motivating team members, fine-tuning counseling programs and exit strategic plans, and juggling multiple projects. My program development and partnership formalization experience is extensive and diverse, from strategic international development and channel management to regional integration. I am a strong communicator with unsurpassed interpersonal skills. I interact well with everyone from subordinates to top executives, and I have the leadership skills to train and motivate.

Sincerely, Collins Odongo

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| COLLINS O. odongo  Address·Phone443-537-0897  Email[codongo50@gmail.com](about:blank)·LinkedIn Profile[linkedin.com/in/collins-odongo-620b4037](https://www.linkedin.com/public-profile/settings?trk=d_flagship3_profile_self_view_public_profile&lipi=urn%3Ali%3Apage%3Ad_flagship3_profile_self_edit_top_card%3BsF%2BhciuFS7igENX8gfz%2FRQ%3D%3D) Twitter @codongo50 |
| An accomplished public policy, administration, business development and technology thought leader with experience in delivering business chain strategy, sales development, project management and capacity building in both private and public sector industry. The specific areas of experience includes public policy, strategic planning, business development program management, contract management, project management, proposal development, conflict resolution and capacity building and overall quality assurance within public, private and institutions of higher learning. |

# Experience

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| **08/2019 to Date**  **ADJUNC Professor, Department of Business & Communication**  **Washington Adventist University**     * Facilitate the strategy development, program design and program implementation for the interdepartmental relation within the University to successfully implement organization development and learning initiatives and systems. * Give lectures and demonstrations according to the subject matter on Communication studies, media ethics, Intercultural communication and Small Group Communication. * Planned and taught essential elements of Business Development and communication related subjects. * Involved in the advancing organizational cultural competence by determining educational and training methods that meet the needs of a diverse workforce and international students in the communication department. * Created a classroom environment conducive to learning * Created syllabi based on the department's teaching requirements which involved projects, field visits and writing assignments * Designed assignments and projects in accordance to the students various educational priorities * Involves students in research projects, which involve the study of various aspects of entrepreneurship and innovation. * Successfully Plans, directs, executes and implements programs and services for staff and students to ensure a Just Culture at WAU. * Integrates learning and diversity strategy and mission with organizational mission, vision and values promoting a culture that embraces all people, regardless of race, ethnicity, gender identity, age, religion, socioeconomic status, sexual orientation or disability.” * Share best practices related to diversity and inclusion and talent development with the respective department within the University.  10/ 2015 – 2020Business Development CONSULTANT, PEPSICCO Company, Beltsville, MD (Mid Atlantic Region, DC Zone  * Combine entrepreneurial drive with business-management skills to drive gains in revenue, market share and profit performance. * Leads internal organization performance assessments to define the strategies and programs to enhance employee engagement and performance. * Communicate a clear, strategic sales vision, effectively training and coaching both veteran and junior sales team members. * Cultivate excellent relationships with new prospects and existing customers. * Turn around lagging operations and prepare companies for fast growth and profitability. * Successfully promoted existing and the development of existing customer targeting over 25 Accounts * Served as a core member of the sales team, facilitating collaboration within organization programs as the lead quality assurer. * Contribute to the achievement of weekly sales growth plan from 50% to 98% sales volume. * Promote the development and implementation of business services plan related to small business member acquisition and retention maintained at 100% weekly service rating ensuring quality assurance compliance. * Train and mentor daily sales and service activities of 14 sales team members to increase the share of business deposits and loans. * Manage ACH, remote deposit captures (RDC), deposits and financial functions. |
| 2018-2019Program Development Consultant, INTERNATIONAL, FOUNDATION for Peace and Development, BURTONSVILLE, USA  * Directed the financial and programmatic implementation of the peace and development initiative programs targeting over 200 beneficiaries. * Trained over 30 partner organization on Result Based Management Framework strategies * Oversaw agriculture, health, nutrition, disaster preparedness, and education activities for the high-profile peace security portfolio. * Served as a core member of the training and the partnership formulation team. * Participated in strategic planning in country, ensuring consideration of humanitarian assistance and vulnerable groups. * Managed the collaboration and partnership peace initiative for the Horn of Africa program bringing together over 10 partner organizations.   **2016- 2019**  **Lecturer- Online Course/In class courses on Project Management/International Business/ Leadership and Public policy, Walden University, USA**   * Carried out lectures, seminars and tutorial for undergraduate programmes in economics and international political economy and development courses * Set, invigilated and marked students tests and examinations * Assisted senior staff in lectures, seminars and research projects * Conducted research and assisted senior staff in leading graduate and undergraduate lectures, seminars and practical training. * Other duties included invigilating and grading graduate and undergraduate student examinations and tests.  10/2014 – 12/2015Program Manager (Training and Development), Linwood Center, Ellicott City USA  * Led annual special campaigns and strategies for implementation to meet financial resource potential. * Prepared timely annual reports and other relevant program documents as was necessary. * Represent project both internally and externally to other donors and stakeholders, implementing partners and government counterparts * Promote sustainability of project activities with effective networking, linkages to other programs, * Successfully trained 25 member of staff on documentation and proposal development * Successfully designed and conducted right based programming to partner organization targeting over 50 organizations and 10 community leaders.  03/ 2003 – 10/2006Program Manager/Business Development Advisor (Africa Region), GOAL IRELAND INTERNATIONAL  * Combine entrepreneurial drive with business-management skills to drive gains in revenue, market share and profit performance. * Communicate a clear, strategic sales vision, effectively training and coaching both the project team members. * Cultivate excellent relationships with new prospects and existing customers. * Turn around lagging operations and prepare companies for fast growth and profitability. * Managed the collaboration and partnership integrated development that involved HIV/AIDS, maternal and child health, and reproductive health commodities procurement and economic livelihood targeting the vulnerable population for the Horn of Africa program. * Successfully implemented the Monitoring and evaluation program for the Horn of Africa cluster countries. * Participated and implemented internal program that targeted the economic livelihood of the marginalized communities * Provided oversight for cluster countries (East and Southern Africa Region) in proposal development, communication, contract management, and coordination of field staff * Provided leadership in management and operations of the Business Development Unit, including budget implementation, human resources, strategic planning and setting annual targets. * Improved 100% utilization of quality health services through strengthened service delivery and institutional capacity of county health systems in collaboration with the local government targeting over 100 local dispensaries  09/2003 – 08/2006Program Director, KIMISITU Co-operative Savings and Credit Union (SACCO), Nairobi, Kenya  * Management responsibility for day-to-day corporate banking and risk management functions for multi-regional portfolio * Monitored business for monthly banking covenant loan requirements to ensure 100% contract compliance. * Spearheaded growth of union institutional membership through integrated marketing efforts from 1500 to 3000 members through market research on target audience to develop and implement marketing strategies for conferences, education programs and fundraising. * Prepared donor financial statements and monthly, quarterly and annual financial statements for management and board on a timely manner. * Designed and conducted training programs for the Management Committee 3 times a year targeting 15 committee members  01/ 2001 – 09/2003Program Director, CANADIAN CROSSROADS INTERNATIONAL (CCI)  * Led the implementation of a private sector development strategy for youth economic empowerment and approved all aspects of project procurement and logistics. * Successfully provided strategic leadership and technical vision to project staff and consortium members. * Successfully coordinated the effective implementation of program activities * Successfully ensured compliance with project terms and conditions  10/1998 - 12/2000*Senior Program /Research OFFICER, Pathfinder International*   * Led the implementation of a private sector development strategy for youth economic empowerment and approved all aspects of project procurement and logistics. * Successfully provided strategic leadership and technical vision to project staff and consortium members. * Successfully coordinated the effective implementation of program activities * Successfully ensured compliance with project terms and conditions |

# Education

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| 2015 To 2020PhD in Public Policy and Administration – Mediation, Terrorism and Peace, Walden university, Minneapolis, MN **Course Work Summary**: Leadership and Organization Change, Ethics and Social Justice, Finance Budgeting for Public Sector, Strategic Plan: Collaboration, Cooperation and Coordination; Governance & Public policy; Disaster, crisis and trauma mgt; | | | |
| 06/2010 to 05/2012Master of Arts (MA) Global Development and Peace, University of Bridgeport, CT **3.80 GPA Award** -**Course Work Summary**: Issues of Economic Development; Mediation, Advanced Diplomacy; Culture and Development; World’s Religions Soc.; Regional Integration; Media and National Development; Peace Psychology; Introduction to conflict and Negotiation and Corruption. 06/2007 to 05/2010BACHELOR of Science (B.Sc) Business Management, University of Bridgeport, CT **3.712 GPA Award - Course Work Summary:** Operational Management; Labor law & Arbitration; Compensations and Benefit Analysis; Marketing Principles and Management; Multilateral Accountings; Management Accounting; Multicultural Mgt; Human and Environment; Introduction to Computer Information Analysis Systems(CIAS);Cooperative Accounting; Cooperative Law; Sales & Marketing Mgt; Procurement and Transport Mgt SKILLS | | | |
| * New Business Development * P&L Management * Strategic Planning * Operations Management * Key Account Management * Contract Negotiations * Budgeting & Forecasting | * Turnaround & High-Growth Strategies * Customer Relationship Management * Staff Training & Development |

# Activities

* Certification and Training Perspectives on Conflict Resolution Prevention, U.S. Institute of Peace –12/2002
* Certification Training – 12/2002
* SKILLS Computer: PC and Mac operating systems; MS Word, Excel, PowerPoint, Outlook, Access, Publisher; SharePoint; SPSS
* Community Grants Panelist -Montgomery Coalition for Adult English Literacy (MCAEL) 2017
* Chair of Diversity and Inclusion, Greencastle Elementary PTA, MCCPTA, 2017
* MCCPTA Delegate/PAINT BRANCH CLUSTER CORDINATOR (2018 to 2020 **)**