

CURRICULUM VITAE

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Work at present

- ❖ **Head of the Department – PG Department of Development Management**
From June 2017 to till date

- ❖ **Co-ordinator – NSS – ETI in Madras School of Social Work**
[Supported by Ministry of Youth Affairs & Sports]
From June 2008 till Date

Roles & Responsibilities held

- Working as Coordinator in Empanelled Training Institution [ETI] in National service Scheme [NSS] in Madras School of Social Work supported by Ministry of Sports & Youth Affairs.

- Organise Training Programmes for the NSS Programme Officers from Tamilnadu & Pondicherry, Andaman and Nichobar as per the guidelines given by the Ministry

- Facilitate the NSS Activities & Camping Programmes in the colleges & Universities in Tamilnadu & Pondicherry

- Coordinate the work with Ministry & State Government officials

- Organise and coordinate with Resource Teams for Training Programmes

- Network with NGO's for field activities in Tamilnadu & Pondicherry for NSS.

- ❖ **Training Coordinator**
Church of South India Diaconal Ministry [Development Wing]

Period: 1998 – 2008

Roles & Responsibilities held

- Analyse the Training Needs and design the Annual Training Calendar for [Andhra Pradesh, Karnataka, Kerala and Tamilnadu] focusing on Dalits, Adivasis, Women, Children, Otherwise Abled, Displaced and Transgenders.
- Documenting the Training process and prepare resource materials
- Network with Overseas partners for project building
- Liaison and Network with Government and Non Governmental Organisations
- Periodical Monitoring and Evaluation of Programmes
- Involved and Organised Rights and Welfare Based Programmes along with Government & NGOS in Tamilnadu.
- Prepared Policy Paper on Social Analysis, Disaster Management and Gender Analysis for Organisations

❖ **Corporate fundraiser**
Help Age India -Chennai
Period: 1996 - 1998

Worked as Corporate fundraiser with companies like Indian Oil Corporation, Madras Fertilizers Ltd, Murugappa Group of Companies and most of the Nationalised Banks. Initiated the concept of pre retirement training as part of fund raising and sensitizing the people on post retirement life and programmes related to age care.

❖ **Coordinator for street and working children**
Asian Youth Center - Chennai
Period: 1995 - 1996

Worked as Coordinator for street and working children in selected areas in and around Chennai. Liaisoning between Chennai Corporation and State Social Welfare Board in identifying suitable programmes for the children in the areas of education and health.

❖ **Trainer for Community Development & Organisation**

Indian Council for Child Welfare

Period: 1986 - 1995

Roles & Responsibilities held

- Worked as Trainer in the Government project Integrated Child Development Services [ICDS], a Central Government project rooted through the Directorate of TN Social Welfare under the State Government.
- The work involved in training the supervisors working in the project on community development. The supervisors were sent from the department for training for a period of 3months.
- The trainer had to visit all the districts in Tamilnadu work with in the field areas in monitoring and evaluating the work carried out by the trainees during the training period.

Preferred Field of Work

- Gender Issues
- Relief and Development
- Local Capacity for Peace Building
- Transgenders Empowerment
- Women & Youth Empowerment
- Development based projects & programmes.

Trainings

- Training on Disaster Preparedness, Mitigation and Management at Asian Institute for Disaster Preparedness Center, Thailand.
- Trainers Training on Local Capacity for Peace Building organised by EED [Germany] in Bangladesh
- Conflict Management & Resolution in Nepal
- Trainers Training on Community Organisation and Development at National Institute for Public Cooperation and Child Development [NIPCCD]–New Delhi
- Training Programmes on Gender Concerns in Tamilnadu.

Education

- Ph.D (Social Work) in Madras University
- M.Phil in Women's Studies in Mother Teresa University - University Rank Holder & a Gold Medalist- Mother Teresa University
- MA [Social Work] from Madras School of Social Work specialised in Community Development. [1984-1986]
- B.Sc - Nutrition and Dietetics from Women's Christian College [1981-1984]
- Served as a Senate Member in the college for Social Service
- Student Secretary for National Service Scheme [NSS]

Association with Government & Non Government Organisations

- Advisory Committee Member in the University – NSS [Tamilnadu & Pondicherry]
- Project Search Committee Member in State Social Welfare Board
- Member in Tamilnadu Legal Services – High Court, Chennai
- Advisory Member for Social Concerns in Indian Airlines
- Executive Member for Women Issues –Bharathidasan University Trichy.
- Ethical Committee Member –Tamilnadu Dr.M.G.R .Medical University.
- Member in Regional Committee – CASA.

Teaching Experience

- Handled subjects relating to Social Work and Development in the Dept of Development Management, Madras School of Social Work. 2 years of teaching experience from 2011-2013.
- Team Member in Syllabus Framing for the Dept.of Development Management.

- Developed the concept for the Energy Independence CD released by MA-DM Dept
- Two students completed their internship in NSS ETI from MA DM
- Helped students in their job placement and the point of reference to few students from 2011 both at National and International Organisations and Institutions.
- Handled papers on Social concerns for MSW II.

Sarah Karunakaran.