

## **BIO-DATA FOR ZANKHANA PANKAJ PATEL**

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Goregaon (E), Mumbai-400063.

Date of Birth : 24th Oct, 1958  
Tel.No. : (R) 28406781

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Languages : English, Gujarati, Hindi and Marathi.

### **CURRENT POSTION:**

#### **Program Manager for Project Monitoring at Vibha (Since 2006)**

- Visiting projects, that are being evaluated for funding by Vibha and those that have been funded. Providing monitoring reports after observing the project activities in progress, interacting with the beneficiaries, staff and other stakeholders.
- Developing and streamlining procedures for monitoring and capacity building, advising
- Guiding other project monitors in aspects of monitoring and report generation.

### **EDUCATIONAL QUALIFICATION:**

- 2003 - Diploma In NGO management (NMIMS)
- 1981 - Masters in social work from TISS, Chembur, Mumbai.
- 1979 - Bachelor of Social work from University of Mumbai through College of Social Work.

### **WORK EXPERIENCE:**

1. ICMR - WHO Project on Leproscopic sterilization at KEM Hospital.
  - Case work with married and unmarried mothers who come for abortion.
  - Rehabilitation of unwed mothers.
  - Motivational training program with the groups of young couples.
2. NAIR Hospital
  - Medico Social Work.
3. CVTC Center of KEM Hospital.
  - Work with cardiac patients who come from remote places.
  - Educating the patients.
  - Fund raising activities.
4. Orthopedic Center- KEM.
  - Medico Social Work.
5. A.K. Munshi Yojana
  - Working with mentally handicapped children and parents.
  - Worked at policy level
  - Appointing support staff
  - Creating team work
  - Organizing and conducting the workshop for parents and teachers at the school.
  - Organizing programs for the children to meet their needs and wants.
6. Society for the Integration of Hearing Impaired.
  - Administrative work-planning, organizing and implementing the aims and objectives of the organization.
  - Parenting Training Program
  - Public Relation and Pulling Community Resources
  - Dealing with government organization for necessary equipments, funds and reading materials.

- Dealing with private trusts and donors.
  - Training Programs for the parents and teachers
  - Preparing written materials to create awareness and guidance.
  - Integration programs.
7. Asmita Foundation.
    - Working with Municipal school children
    - Research work.
    - Preparing statistical data.
    - Vocational Rehabilitation of dropped-out children.
    - Parenting
    - Self-development program with working children of the school.
    - Field-trips to give exposure.
  8. Creative Handicraft (Women's Organization)
    - Market research
    - Modification on production methodology.
    - Organizing exhibitions at schools and colleges.
    - Corporate gifts market
    - Costing of the products
    - Quality of the products
  9. Agakhan National Social Welfare Board.
    - Training programs for the groups of senior citizens, to be married couples, S.S.C. students in their various centers in Mumbai and Vapi, Sanjan, Kutch, Bhavnagar, etc.
    - Working with their Learning Resource Center, Versova.
    - Handling of the center right from inception, to its growth & development.
    - Working with the group of senior citizens, mothers and a small group of handicapped children.
    - Volunteers' training program.
    - Studying the needs & wants of the members.
    - Bringing changes in the policy matter and working methodology of the center to meet the needs of the members.
  10. HARMONY - Corporate based NGO as Executive Manager- Social Initiative
    - Evolving and conceptualizing the programs and projects keeping in mind its vision and objectives.
    - Planning the implementation strategies as per the final plans approved by higher authorities.
    - Preparing budget.
    - Recruiting staff and capacity building exercise.
    - Execution of the planned strategies with subordinates, experts and through networking with academic institutions and NGOs.
    - Implementation at grass-root level with team members
    - Corrections and modifications: suggest and take midcourse corrective action or modification of the programs.
    - Ongoing supervision and monitoring.
    - Evaluation of programs and activities by developing a procedure/format for evaluation of the programs by self, beneficiaries and all stakeholders and higher authorities
    - Create the data-bank for the back-up for the future projects.

#### **ACADEMIC EXPERIENCE:**

1. Koldongri Community Center
  - Worked with leaders of the community on health awareness programs.
  - Worked with the group of slum children on values development.

- Worked with the groups of mothers on importance of cleanliness & nutrition.
2. Society for Education of the crippled.
    - Research data collection on family participation of the crippled children.
    - Vocational Rehabilitation.
    - Individual counseling with the adult crippled
  3. Medical unit of Nagpada Neighborhood House
    - Community work.
    - Family Planning Promotion programs.
    - Group therapy sessions with the young girls.
  4. Family Planning Center.
    - Individual Counseling.
    - Group work with unwed mothers.
    - Organizing audio-visual programs.
    - Counseling the married couples.
  5. Psychiatric Unit of Cooper Hospital
    - Working as an assistant to the doctor in charge in getting family and childhood history of psychiatric cases.

#### **REFERENCES**

- Dr. Geeta Shah  
Ex. Head  
Extra Mural Department.  
Tata Institute of Social Sciences,  
Mumbai  
Tel.No. - 24162371
- Mrs. Panna Ardhvaryu  
Head, Asmita Foundation  
Trustee – Bombay Community  
Public Trust, Mumbai.  
Tel.No. - 28940234.
- Mrs. Jyoti Subedar  
Executive  
Dristi Human Resources Center,  
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