

Curriculum Vitae: Tamara Merrill

Nationality	United States of America; South African residency in process
Education	MA, Development Studies (2012) Nelson Mandela Metropolitan University BA, Social Sciences (2007) University of Washington
Languages	English (fluent)
Employment record	
2017 - Present	General Manager OneWorld Sustainable Investments
2014 - 2017	Programme Development Manager Orbis Africa
2012 - 2014	National Economic and Skills Development Manager Epilepsy South Africa
1998 - 2010	Program Manager Highline Community College
Relevant professional experience	
October 2017 - current	OneWorld Sustainable Investments General Manager Project and Project Finance Management: keeping track of and informing decisions on new projects, project deadlines, project delivery, across all OneWorld projects, from project contracting to conclusion; coordinating decision support systems with business development activities and deadline scheduling; managing project finances in line with project budgets; project and grant reporting and monitoring Project Delivery: coordinating individual projects as these arise and within targeted thematic focus areas of work; provide relevant research, technical advisory and stakeholder engagement services as appropriate. Business Development: assist in managing financial and administrative aspects of proposal development and informing decisions on which proposals to develop, as part of the business development committee; ensuring business development decision support tools are in place and continuously updated. Office management: generally, ensuring the smooth running of the office and its various systems.
June – September 2017	Orbis International Independent Consultant Develop a three year project plan, including targets, workplan and budget for partnership with hospital in Gauteng province, South Africa. Conduct provincial assessment to determine key provincial level gaps in eye health system, including opportunities to partner with traditional healers and / or early childhood education sector to promote eye health and develop provincial strategy for expansion. Develop a three year comprehensive provincial strategy and programme plan.
June 2017	Sustainable Livelihood Foundation Independent Consultant, Research



	Review and edit nine provincial reports (South Africa) and a final aggregate report to ensure content is consistent, conclusions are supported by evidence, data presented is consistent and accurate and organisation /structure is logical.
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April – May 2017	<p>Orbis International Independent Consultant</p> <p>Map and analyse Orbis Africa’s current programming against the Zambia National Eye Health Strategic Plan (2017-2021). Conduct in-country assessment visit to determine key national level gaps and priorities in the eye health sector in Zambia and opportunities for Orbis Africa.</p> <p>Develop three-year country strategy that incorporates national policy priorities, Orbis Africa strategic framework and coherently links multiple programmes operating within different parts of the country.</p>
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March 2017	<p>Sustainable Livelihoods Foundation Independent Consultant</p> <p>Revise and update training materials for Resource Economics manual for NQF6 training manual delivered by Southern African Wildlife College.</p>
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March 2014 – Feb 2017	<p>Orbis Africa Programme Development Manager</p> <p>Conceptualisation, design and implementation of public health programmes and projects, focusing on strengthening health systems to promote improved eye health services throughout Africa. This included development management of projects in various countries throughout Africa, related government, institutional and community partners and in-country staff.</p> <ul style="list-style-type: none"> • Led the design and development of projects and programmes in Cameroon, South Africa, Malawi and Ghana • Developed new concept papers, project plans and project budgets related to new and expanded programme development • Analysed and managed financial performance reports to ensure that the approved projects spend is within budget • Led multi-disciplinary teams on the development of expansion of programmes in sub-Saharan Africa. • Provided support, guidance and performance monitoring for in-country programme staff • Prepared quantitative and qualitative quarterly reports, annual reports and other reports to internal and external stakeholders as required, including institutional donors • Document findings from assessments, workshops, and in-country visits to diverse internal audiences • Contributed to the development of key programme monitoring and evaluation tools and the analysis of collected data • Developed funding proposals through data collection, analysis and technical assistance. • Conducted research and literature reviews as part of evidence-based programme development and programme evaluations.
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June 2012 -Feb 2014	<p>Epilepsy South Africa National Economic and Skills Development Manager</p> <p>The primary function of the position is the facilitation of gainful employment and economic empowerment through the removal of barriers to and creation of opportunities for employment and income generation initiatives. The position entailed the provision of a range of services and trainings that support entrepreneurial training and development and skills development.</p> <p>Leadership and Management:</p> <ul style="list-style-type: none"> • Managed skills development at a national level, ensuring compliance with national skills development regulations • Developed the booklet on guidelines of reasonable accommodation for people with epilepsy in accordance with the law and judicial precedence • Developed an employment manual to promote people with epilepsy to obtain employment
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Programme Development and Management:

- Designed and implemented economic development initiatives in South Africa based upon community needs and market assessment
- Assessed employment sites and developed plan to improve efficiency and productivity
- Developed, facilitated and presented entrepreneurship development workshops in targeted areas
- Developed proposals to fund projects.

Oct 1998 – Highline Community College

July 2010 Program Manager

The programmes I was involved in at Highline College were dynamic and offered a range of programmes including basic employment skills training, technical skills training by bridging our services with existing educational programmes, and workforce development through the expansion of partnerships with private and public sector businesses.

Publications and Conference Papers (selected) Books

Merrill T. (2011). *The Efficacy of Learnships for People with Disabilities in the Western Cape*. The Association for Persons in Supported Employment, Seattle, USA
