

## Summary

Ma Lu Ja has worked extensively in the areas of community development and youth empowerment within Myanmar for over ten years. Her experience includes administration, budgeting and logistics of projects and workshops across multiple organisations and government offices. She also has experience coordinating project communication activities, report writing and community outreach.

## Education

B.A. (Geography) Myitkyina University, Kachin State  
M.A. (Community Development) Myanmar Institute of Theology, Yangon

## Contact

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## Languages

First Kachin  
Second Myanmar  
Third English

## Employment history

### Asia Foundation

*Program Officer Consultant*  
2017 – 2018

#### Key achievements

- Organized good practices sharing workshop with 14 state and region Development Affairs Organizations (Ministers, Directors and Officers)
- Coordinated logistics, accommodation travel and transportation
- Budgeting and managing financial arrangements for activities and workshop
- Contributed to income and commercial tax research
- Supporting communication with government offices
- Evaluation and analysis of workshop outcomes, and writing report
- Managed workshop communication activities

### ActionAid

*Program Coordinator*  
2015 – 2017

#### Key achievements

- Supported project midterm evaluation and review in Rakhine State related to Adolescent Program
- Supported organization and formation (KRI Knowledge Resource Initiative) CBO forming process in Myitkyina Kachin State
- Facilitated development of modules for youth capacity development (Fellowship) training
- Leading for Fellowship Newsletter & TOR process and coordination with graphic designer
- Conducted training evaluation process, developed pre- and post-test questions for training
- Facilitated TOT training with Global Platform Myanmar staff in Yangon
- Collecting and editing case story/study from project areas, including LRP (Local Right Program)

**ActionAid**  
*Program Officer*  
 2012 – 2015

*Key achievements*

- Management of youth capacity development Fellowship training:
  - Coordination with partners for Fellow selection process and training
  - Planned training budget
  - Coordination with external training resources provider
  - Produced reporting
- Leading and management Fellowship training in Kannma Dry zone, Hakha and Rihk, Chin state
- Supported as facilitator for “Voice of the Youth” workshop with Turning Tables group in Myitkyina Kachin State
- Supported for Project evaluation with PRRP (Participatory Review Reflection Process) methods in Myaing Township

**ActionAid**  
*Program Associate*  
 2010 – 2012

*Key achievements*

- Supporting as facilitator for Fellowship training (Youth Empowerment) in Kayin state, Phyarpone, Tawng Ngo, Patein, Mawlamyine Mon state and Dawie Tanintary Region
- Facilitated development awareness training for COB members/Reflect members and volunteers in Kayin state
- Monitoring and evaluation of Fellows activities as well as communities activities
- Mobilized to form Women group in Mikhtilar

**MAS Zinlum  
 Fellows**  
*Fellowship Youth  
 Empowerment Program*  
 2006 – 2010

*Key achievements*

- Stayed in community and identified problems using PRA tools (Participatory Rural Appraisal – Village Book)
- Leadership role for Mogaung cluster and monitoring of different township placements activities of community
- Project reporting to MAS ZinLum Fellowship program, Shalom office
- Awareness raising for community sustainable development and conducted saving & loan book keeping training
- Implemented in community rice bank and saving & loan program
- Involved as volunteer Nargit Emergency Response Program in Phyarpone

**Training and  
 additional  
 information**

- Facilitation training TOT, Denmark
- Global change course, Nepal
- Activista training (Campaign training), Bangladesh
- Human rights (British Council), Yangon
- Youth and Governance (Action Aid), Global Platform
- Research training, Yangon
- Youth capacity development Fellowship Training, Myitkyina
- Leadership training (YMCA), Yangon

*Other experiences*

- Conducted “Women and Leadership” Research in Myitkyina, Kachin State
- Facilitated “Women Security From Sexual Harassment” campaign in Hlaing Tharyanr Township, Yangon
- Conducted research on rural to urban migration of women from Rakhine state