

RICHA MEHTA

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OBJECTIVE:

I believe that my existence on earth is meant to play an important role in bigger picture of better world. So I always try to contribute with my wisdom and knowledge as much as possible to make this world a better place for every creature small and great.

EXPERIENCE:

Organization : PRATIBHA FOUNDATION
Tenure : Dec'16 to till date
Designation : Vice President
Profile : Supervision of two projects – SWWA and SKY .

- Project planning, budgeting, prepare reports and on field execution.
- Coordinate with local authority and local school staff to identify children related issues with a view to avail solutions.
- Helping to draft news releases, articles and letters and working with the media for their release and organize press conferences.
- Draft blogs, Social Media posts to engage animal activists, animal lovers for campaign outreach.
- Regular M&E of project activities.
- Organize medical camp, cultural programs, educational tour, and summer camps for children and training sessions for villagers.
- Organize teacher training programs for Govt. School teachers.
- Coordinate with interns and volunteers by allotting them work according to their skills.
- Communicate with government officials of all hierarchy and industry representatives.
- Mobilizing and supporting grassroots activists, organizations.
- CSR communication for project and donor relationship.
- Prepare PPT and project proposals for various events related to the project.
- Take care of media related communications and PR activities.
- Organize various activities to bridge gap between urban rural educational disparities.

Organization : Federation of Indian Animal Protection Organisations
Tenure : Jan'15' to Sep' 16
Designation : Campaign Manager
Profile :

- Leading Campaigns and coordination with AWOs.
- Researching online, and offline information and evidence required by on ground
- Investigations for various campaigns and preparing reports, letters, proposals on that basis.

- Helping to draft news releases, articles and letters and working with the media for their release and organize press conferences.
- Draft blogs, Social Media posts to engage animal activists, animal lovers for campaign outreach.
- Liaise with Animal Welfare organizations and cultivate relationships with key stakeholders in campaign area.
- Create new Federations of animal welfare organizations and liaise with them on regular bases to address local and national animal welfare concerns.
- Organize demonstrations and awareness activities in order to outreach specific campaigns.
- Communicate with government officials of all hierarchy and industry representatives.
- Mobilizing and supporting grassroots activists, organizations.
- Support new volunteers, activists, and animal welfare organizations (shelters) with trainings like First aid, Legal Trainings, and shelter management trainings.
- Fund Raising through HNI donors as well as regular donor engagement activities.
- Enrolling volunteers and manages volunteer base activities.

Organization : GREENPEACE INDIA
Tenure : March'13 to Jan 15
Designation : Outreach officer
Profile : Campaign Outreach for Fundraising and Awareness

- Approach to different corporate for Greenpeace Awareness Drive.
- Plan activities according to theme, based on various Greenpeace Projects and campaigns.
- Coordinate with human resources, EHS and CSR departments to get permissions and organize awareness activities in corporate.
- Public relation with relevant department and corporate through appropriate mails and proper communication channel.
- Coordinate with Sr. Group Coordinator and facilitate direct dialogue team with corporate permissions for fund raising and awareness activities.
- Monitor awareness activities and create theme based set up on outreach venue.
- Coordinate with local administrators, municipal commissioner, police officers to avail street permission for public engagement activity.

Organization : PRATIBHA FOUNDATION
Tenure : April'11 to March'13
Designation : Project Officer
Profile : Supervised Project of Underprivileged Children's Education .

- Project planning, budgeting, prepare reports and on field execution.
- Coordinate with local authority and local school staff to identify children related issues with a view to avail solutions.
- Regular M&E of project activities.
- Organize medical camp, cultural programs, educational tour, and summer camps for children and training sessions for villagers.
- Organize teacher training programs for Govt. School teachers.
- Coordinate with interns and volunteers by allotting them work according to

their skills.

- CSR communication for project and donor relationship.
- Prepare PPT and project proposals for various events related to the project.
- Take care of media related communications and PR activities.
- Organize various activities to bridge gap between urban rural educational disparities.

QUALIFICATION :

- (1) I have completed my Post Graduation Diploma in Journalism & Mass Communication from IGNOU in the year of 2010-11.
- (2) I have completed my B.Com with Finance and Accountancy from M.S.University Vadodara with pass class in the year of 2007-2010.

ACCOMPLISHMENTS:

- Serving as Vice President of Pratibha Foundation (no remuneration bases).
- Volunteer at PFA agra, active outreach worker for Vegan Outreach.
- Investigation and action against 100 illegal meat shops and established 'Stop Illegal Slaughter' Campaign Report.
- Investigation of Dairies in 4 major districts of Rajasthan and established 'State of Dairy Cattle - Rajasthan' report.
- Established ' Dog First Aid Manual' for Varanasi First Aid Programme.
- Successfully Organized 100 Environmental Awareness Events in NCR for Greenpeace fundraising.
- Design survey and established 'Primary Education In Gujarat' report .
- Started SKY centre in two villages of Vadodara District where more than 300 students are getting quality education support by Pratibha Foundation.
- Organize 'Pratibha – Talent beyond boundaries' event alternative years for Differently Able children.
- Started SWWA (Self Welfare Women Association) in three villages of Vadodara district where currently 50 women are getting livelihood opportunity and support.

DATE OF BIRTH : 29th August 1987.
GENDER : Female
MARITAL STATUS : Married
NATIONALITY : Indian
LANGUAGE KNOWN : English, Hindi, Gujarati, Marathi
COMPUTER PROFICIENCY: MS office, Excel(basic), Photo Shop(Basic), Coral Draw(Basic)

HOBBIES

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- Spread awareness for animal welfare, Veganism and children education.
 - I like to spend time with my family, specially my daughter.
 - I like to read books on various topics, languages as I find books are great treasure of knowledge, creativity and thoughts.
 - I also like traveling and explore new places as well as food and culture.
 - In my free time I love to play my favorite instrument guitar.

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