

PERSONAL INFORMATION

Gian Nicola Loi



Sex Male | [REDACTED] | Nationality Italian

WORK EXPERIENCE

04/2018–Present

Programme Officer - Libya Desk

Italian Agency for Development Cooperation - Tunis Regional Office, Tunis (Tunisia)

Provide support in the initiation and inception phases of a new EU-funded programme aimed at improving access to basic services in different Libyan municipalities, with the following tasks:

- contribute to the review and finalization of the technical documentation for the signing of a Delegation Agreement with the European Union, i.e. Description of the Action, logframe and budget;
- map ongoing and planned humanitarian and development interventions in Libya with focus on the municipalities and sectors targeted by the Programme implemented by AICS;
- contribute to the definition of a detailed work plan for the initiative;
- contribute to liaison and coordination with the donor (EU), the implementation partners (UNICEF and UNDP) and relevant Libyan counterparts at the national and local level;
- contribute to the drafting of Terms of Reference for the programme governance structure;
- contribute to the preparation of key technical documentation for the first meetings of the programme Governing Bodies;
- participate in the formulation of technical documents in preparation for the launch of a Call for Proposals for INGOs;
- support the organisation of missions to Tripoli to carry out consultations with target municipalities;
- contribute to the formulation of technical tools to carry out field reconnaissance visits to better define the programme scope of activities;
- assist in the identification of local experts to support selected programme activities;
- coordinate with AICS Liaison Officer and the local team in Libya to set-up a programme office in Tripoli and define local operational needs;
- draft formal communications and messages to AICS HQ and ensure proper exchange of information with relevant team members and the AICS Tunis Director;
- liaise with other partners working on Libya to ensure complementarity and de-conflicting with the development and humanitarian community ongoing and planned interventions;
- participate and follow up to external meetings and events relevant for the programme, including those involving all partners funded under the EU Trust Fund for Africa (Conflict Sensitivity Facility; Thematic Support Facility, Communications Facility).

02/2017–12/2017

Freelance Consultant - Urban and Territorial Development

(Italy)

- Collaboration with a consortium of urban planners (Dodi-Agostino-Vedor) in the preparation of bid proposals for urban and territorial development interventions in Mozambique and other African countries - mostly master planning and resilience planning, the realization of urban assessments, and environmental and social impact assessments:
 - Project scoping, contextual analysis, stakeholder mapping
- Participated to open call for tenders as junior expert for different consultancy firms/consortia: Dodi-Agostino-Vedor, Keios srl, IPE Triple Line Consulting

01/2016–12/2016

UN Fellow - Technical Cooperation Officer

UNDESA | Italian Agency for Development Cooperation (AICS) - Maputo Office, Maputo (Mozambique)

- Monitor and analyse, in close collaboration with other colleagues, policy developments in different working areas: urban development, decentralization and local governance, education - particularly technical and vocational training (TVET), employment and labour-related issues
- Prepare analytical and informative reports on the above-mentioned sectors for AICS Mozambique office and its Headquarters
- Contribute to the monitoring of both bilateral and multilateral cooperation initiatives and support the development of new projects within the framework of the approved Country Programme for 2016-2018 (3 project and funding proposals submitted and approved)
- Support the drafting of working documents; carry out project and programme development, design, evaluation and quality assurance activities
- Liaise with local authorities at the national and local level and other development aid partners. This included:
 - coordinating, as co-focal point for the donors and aid implementing partners of the TVET sector, of the activities of the TVET Interest Group, ensuring alignment and streamlined communications with the relevant Ministries;
 - contributing to the establishment of a bi-lateral cooperation programme between the Mozambican Ministry of Employment and Social Security and the Italian Ministry of Labour and Social Policies as well as a technical assistance programme in the areas of vocational training, employment services and labour market analysis;
 - represent AICS at the meetings of the Decentralization Donor Working Group.
- Participate to workshops, seminars and other initiatives on local governance and development issues and report internally
- Analyse the documentation produced by the Donor Coordination Working Groups in Mozambique in relevant concentration sectors and identify specific initiatives to be supported by the Italian Cooperation
- Contribute to the elaboration of technical documentation and Terms of Reference for service contracts, consultancies, and technical assistance initiatives, in coordination with other donors and partners
- Participate in the evaluation of project proposals submitted in response to a Call for INGOs for a drought-emergency response initiative implemented in Mozambique, Swaziland, Zimbabwe, and Malawi
- Lead a needs-assessment exercise for the definition of the second phase of an initiative aimed at linking relief, rehabilitation and development in the areas affected by the negative effects produced by the *El Niño* phenomenon - i.e. developed a survey and other monitoring instruments, carried out interviews and data collection with key representatives from local district authorities, farmers associations, community water management committees, and schools in the Maputo province
- Contribute to external communications efforts - drafting inputs for social networks, AICS website, "Cooperazione Informa" magazine, press releases

01/2015–01/2016

Programme Assistant

Cities Alliance | UNOPS, Brussels (Belgium)

- Member of the programme management team of the "*Future Cities Africa*" initiative, funded by UK DFID and implemented in 21 municipalities between Ethiopia, Uganda, Ghana and Mozambique, with the following tasks:
 - contribute to the definition of an urban resilience normative framework for the FCA project, including its dimensions, sub-dimensions and monitoring indicators;
 - contribute to the analysis and management of project activities - monitoring work plans, budget and cash flows; managing internal and external communications; information management;
 - ensure the timely preparation and delivery of project progress reports on a monthly and quarterly basis, as well as the Project Inception Report and the Project's Annual Review inputs;

- contribute to the elaboration and revision of urban resilience assessments for each target municipality and a Feasibility Study and Business Case for future interventions and investments;
- manage relations with project partners and the donor - acting as focal point within the project management team for external communications and for liaising with the country teams;
- organise field missions, trainings and knowledge sharing and peer learning workshops in the target countries and a Global Forum in Brussels with representatives from local governments and civil society;
- draft project's communication and visibility material, such as briefing notes, info sheets, and presentations.
- Provide ad hoc support to selected activities of the *Resilient Cities Joint Work Programme*, including to the drafting of UN Habitat 2015 publication "*Guiding Principles for City Climate Action Planning*"
- Contribute to the organisation's Monitoring and Evaluation (M&E) activities: analysis and review of corporate- and field- collected data and production of basic statistics and information material for internal and external reporting, also contributing to the preparation of the 2015 Annual Report

06/2014–12/2014 Programme and M&E Assistant (Intern)

Cities Alliance | UNOPS, Brussels (Belgium)

- Provide analytical and administrative support in the evaluation and selection process of project and funding proposals submitted to the Cities Alliance Secretariat, through the 2014 Catalytic Fund Call and the organisation trust fund's open funding window - i.e. assessing eligibility criteria, answering to proponents' queries, compiling proposal trackers, supporting the work of independent expert evaluators
- Support Monitoring & Evaluation (M&E) activities: analysis of corporate- and field-collected data and preparation of basic statistics and information products for internal and external reporting, also contributing to the drafting of the 2014 Annual Report
- Provide support to the "*Future Cities Africa (FCA)*" project management team in the Initiation and Inception Phase of the project: drafting of work plans and definition of budget; drafting of Project Initiation Document; identification of target countries and municipalities; selection and set-up of local teams, and definition of the project organogramme
- Other activities in support of the Programme Unit and the Director's Office:
 - active participation in the weekly meetings of the Project Review Committee to assess concept notes and project proposals submitted to the Secretariat by members and partners;
 - desk research on relevant topics such as local governance, urban resilience, provision of and access to basic services, slum upgrading, participatory planning, informal economy.

09/2013–03/2014 Programme Management Assistant

CSR Europe, Brussels (Belgium)

- Contribute to the management of three members- and EU- funded projects involving the private sector and national partner organisations in Europe with the aim to promote corporate social responsibility in the fields of: business and human rights, social entrepreneurship and youth skills enhancement
- Manage project-based internal and external communication tools and messages (e-mail, newsletter, website)
- Organise training and knowledge sharing sessions online (webinars) and in-country (local workshops) in different European cities, targeting companies within the CSR Europe network and national partner associations
- Contribute to the development of the organization's Sustainable Living in Cities campaign
- Monitor policy developments on CSR, human rights and sustainability issues at the EU and members states level; map, research, and analyse data on business behavior
- Contributed to the review, editing and finalisation of a report on company grievance mechanisms to address human rights complaints "*Assessing the Effectiveness of Company Grievance Mechanisms*", which was presented at the 2013 UN Forum on Business and Human Rights in Geneva

09/2012–12/2012

MAE-CRUI Intern

Permanent Delegation of Italy at UNESCO, Paris (France)

- Provide programmatic support to the Delegation team in preparation for and during the 190th Executive Council of UNESCO - analytical research, minute taking and reporting
- Participate to intra-EU coordination meetings, to the Executive Council plenary and to the work of the Programme and External Relations Commission. Ensure recording of meeting outcomes and provide inputs for reports to be submitted to the Italian Ministry of Foreign Affairs
- Draft informative reports and official communications for relevant Italian authorities (Ministry of Foreign Affairs, Ministry of Cultural Heritage, Ministry of Environment)
- Draft and translate reports and dossiers related to UNESCO programmes and activities
- Review data on cooperation projects between Italy and UNESCO and draft project summaries and briefing documents

12/2010–01/2011

Consultant for the "Latin America and Caribbean Without Hunger" Initiative

FAO - Regional Office for Latin America and the Caribbean, Santiago (Chile)

Produced a memoir outlining the impact of Conditional Cash Transfer (CCT) Programmes on the food purchasing power of individuals and families in 14 countries of the Latin America and the Caribbean region, by:

- collating and analysing data and official information on each country poverty line/basic food basket, national CCT programme and related social policy schemes, in order to assess their combined impact;
- liaising with institutional stakeholders in charge of the different programmes put in place in the region as well as with other international organizations working at the regional level.

09/2009–12/2009

Immigration Desk Intern

Prefecture of Forlì-Cesena, Forlì (Italy)

- Front office activities: assistance to migrants and their employers in the submission of applications and through the administrative procedures leading to the grant of Italian residence permits
- Assist in the evaluation and processing of work permit and family reunification applications and supporting documentation
- Back office activities: records and information management

EDUCATION AND TRAINING

11/2009–07/2012

Master's Degree (Laurea Magistrale) in International Relations and Diplomatic Affairs

Laurea Magistrale

University of Bologna, Forlì (Italy)

- Curriculum: Development Policies and Economics
- Graduated with 110 / 110
- Master Thesis: *"Education and Equity in Chile: democratic transition and policy change"*
- Semester abroad (Overseas scholarship recipient 2010/2011) at the Pontificia Universidad Católica de Chile in Santiago, Chile

08/2006–11/2009

Bachelor's Degree (Laurea) in International Relations and Diplomatic Affairs

Laurea

University of Bologna, Forlì (Italy)

- Curriculum: International Relations
- Dissertation: *"Social Policies in Brasil. Lula's challenge among achievements and contradictions"*
- Year abroad (Overseas scholarship recipient 2008/2009) at the University of British Columbia in Vancouver, BC, Canada

- 12/2017–Present **Certificate of Open Studies in Management and Planning of the African City** Long-distance Education
École polytechnique fédérale de Lausanne (EPFL), Lausanne (Switzerland)
Topics covered:
 - urban planning and management;
 - geographic information systems;
 - slum upgrading;
 - the environment and sustainable development issues.
- 04/2017–Present **Geographic Information Systems (GIS) Specialization** Long-distance education
University of California, Davis (UCD), Online (United States)
Skills covered (through use of Esri ArcGIS software):
 - data identification;
 - analytical map development;
 - spatial analysis.
- 09/2016–09/2016 **Training in Public Financial Management** Training
Academia das Finanças Públicas / Public Finance Academy, Maputo (Mozambique)
Analysis of the different steps, methodologies and actors involved in the public financial management process:
 - legal framework;
 - strategic planning;
 - budget preparation and execution;
 - procurement and audit;
 - local legislation and management instruments;
 - the role on international aid in the case of budget support initiatives.
- 12/2015–12/2015 **UN Fellowship Training** Training
International Training Centre of the ILO, Turin (Italy)
Two-week training with sessions on:
 - the United Nations system;
 - UN programming;
 - international humanitarian response coordination;
 - UN safety and security;
 - discrimination and gender equality issues;
 - aid effectiveness;
 - the Italian Development Cooperation system;
 - managing stress in the field;
 - international travel, health and hygiene.
- 11/2015–11/2015 **Gender Equality Training** Training
University College of London | Cities Alliance, Brussels (Belgium)
Capacity development workshop on gender mainstreaming in urban development:
 - how to incorporate a gender perspective throughout the project management cycle and in the analysis and assessment of urban development project proposals;

- basic notions of gender programming and budgeting with a specific focus on urban resilience, economic inclusion and poverty reduction initiatives.

09/2009–12/2009

SPICES - School of International Politics, Cooperation and Development

Training

LVIA |FOCSIV | University of Bologna, Forlì (Italy)

Topics covered:

- challenges of international development cooperation;
- main issues faced by countries in Sub-Saharan Africa and Latin America;
- tools of international aid cooperation and some basic notions of project design, development and management.

PERSONAL SKILLS

Mother tongue(s) Italian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
French	C2	C2	C1	C1	C1
Spanish	C2	C2	C2	C2	C2
Portuguese	C2	C2	C2	C1	C1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Job-related skills

- Project development and management
- Public policy analysis
- Interinstitutional and stakeholder relations
- Project analysis and reporting
- Monitoring and Evaluation

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Basic user	Independent user	Independent user

Digital skills - Self-assessment grid

- Operating systems:
 - Microsoft Windows
 - Mac OS
- Software:
 - Advance user of Microsoft Office (Word, Excel, Outlook, Power Point, Publisher) e Open Office packages
 - Basic user of Microsoft Project, Microsoft Office Access, Esri ArcGIS

I hereby authorize the treatment of my personal data, as per Italian D.lgs. 196 of 30 June 2003

