

Diana O. Al Kaissy

Personal Information

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Education

(Current enrollment) **Class of 2023** Masters of Science Degree in Energy Studies, Department of Mechanical Engineering, American University of Beirut.

1992 Bachelor of Arts Degree in Social and Behavioral Sciences, Sociology/Anthropology, American University of Beirut.

1989 Lebanese Baccalaureate part II, International College, Beirut.

Experience

April 2021--present

Director of Civil Society Engagement

International Republican Institute

- Implementation of all program activities to foster collaboration among civil society, political parties, community stakeholders, and citizens.
- Oversee logistical preparation for program activities.
- Tracks progress toward defined objectives, follows up closely on progress of activities and outstanding issues, ensures timely and smooth implementation of the program and proactively communicates issues and opportunities to DC PM.
- Works on promoting sustainable development of civil society networks across Lebanon's regions with a major focus on issue-based advocacy campaigns
- Supports IRI's MEL team in performing regular MEL cycles to ensure project impact
- Maintains relationships with partner civil society organizations and political parties and supports efforts to foster network and coalition building among them
- Travels as needed to implement and observe IRI activities across the MENA region
- Monitors and observes political events and related activities and provide issue-specific reporting (media reporting).
- Ensures full compliance with IRI procedures, policies and rules.

- Exercises sound financial judgement in the selection and procurement of goods, services and vendors and in accordance with IRI procurement policies.
- Designs and implements strategic outreach to new or potential in-country partners as part of IRI's development efforts.

July 2017-April 2022

Executive Director

Lebanese Oil and Gas Initiative-LOGI

Leadership and communication

- Developing LOGI's strategic plan and activities.
- Establish and maintain a sustainable governance structure that will enable LOGI to achieve its mission and strategic goals.
- Act as a spokesperson for LOGI and represent LOGI at events to enhance the profile of the organization.
- Lead on establishing LOGI as the leading reference on oil and gas issues in Lebanon and key interlocutor collaborating between all industry stakeholders including government, private sector and civil society.
- Stay updated on latest developments in Lebanon's energy sector and lead drafting the policy and communication positions of LOGI with the help of LOGI's members and advisors

Operational planning and management

- Develop and execute an operational plan with clear goals, objectives and KPIs
- Ensure that the operation of LOGI meets the expectations of its Board, members, partner(s), and other funders.
- Oversee the day-to-day operations of LOGI executive team.
- Help establish and improve operational and organizational procedures.
- Develop and adopt an impact driven Monitoring, Evaluation and Learning Framework

Program expansion, planning and management

- Head the program expansion of LOGI and lead on the strategic planning of LOGI
- Oversee the implementation and evaluation of LOGI's programs and projects.
- Ensure that the programs and projects undertaken by LOGI contribute to the organization's mission and reflect the priorities of the Board, members, partners, and donors.

Human resources planning and membership engagement

- Determine staffing requirements for organizational management and program delivery.
- Oversee the implementation of the human resources and member recruiting, procedures, training, performance reviews, mentorship program.
- Build LOGI's culture to enable an effective platform for LOGI's global remote network of experts, as well as the local network of volunteers.
- Lead internal communications and monthly meetings with members and volunteers.

Financial planning and management

- Prepare an annual comprehensive budget and workplan for the Board’s review and approval.
- Increase and diversify LOGI’s funding and oversee the development of fund raising plans, writing and submitting funding proposals.
- Supervise the financial management of LOGI
- Provide the Board with comprehensive, regular reports on the revenues and expenditure of the organization.

Community relations and advocacy

- Communicate with stakeholders, members, partners, and donors to keep them informed of LOGI’s activities.
- Establish good working relationships and collaborative arrangements with community groups, funders, public institutions, and other organizations to help achieve the goals of LOGI.
- Act as a spokesperson for LOGI to the media and public at wide.
- Develop and maintain working relationships with local educational institutions to raise awareness of oil and gas issues amongst student bodies.
- Oversee LOGI’s social media presence

March 2012-June 2017

Regional coordinator for Middle East and North Africa and Liaison person for Papua New Guinea/Asia Pacific

Publish What You Pay

Coalition-building and outreach:

- Carry on mapping exercises in outreach countries to develop stakeholder engagement strategies.
- Initiate and nurture home grown demands of civil society organizations to form coalitions.
- Guide nascent coalitions into developing sustainable governance structures aligned with PWYP’s governance structure.
- Support national coalitions in developing sustainable advocacy and fundraising strategies and provide assistance and capacity building in drafting proposals for donors.
- Contact, support and respond to new members and disseminate relevant tools and resources so that they fully involved in the campaign.
- Support, guide and monitor the national coordinators who are responsible for the guidance of the coalitions at the national level..
- Provide technical and methodological support and guidance on the design, implementation, and monitoring of activities in countries with PWYP donor-supported projects (PNG, Tunisia, Iraq, Yemen-currently on hold-and Lebanon).
- Design and deliver specific trainings on the Extractive Industry Transparency Initiative (EITI), Open Government Partnership (OGP) and coalition building to PWYP coalitions.
- Monitor the local management structures and processes as well as hosting arrangements which have been set up to support the national coordinators, and assist the coalitions to evaluate the effectiveness of their management and governance structures and their advocacy efforts.

Advocacy

- At the regional level, lead on setting a strategy that will enhance cooperation amongst national coalitions.
- Lead on, facilitate and promote strategic reflection, planning and learning on effective advocacy strategies and approaches to engage with key stakeholders and advance international initiatives' agendas.
- Support national coalitions to improve their participation in international initiatives processes by facilitating the development of a strategy of engagement along PWYP's Chain for Change, including an annual work plan, sharing best practices, monitoring country implementation, and identifying and finding solutions, to challenges facing civil society.
- Facilitate and build capacity of national coalitions on the analysis and use of data disclosed through mandatory disclosures rules, EITI reports and other sources.
- Monitor the security situation of civil society activists and ensure the effective implementation of the Protection Strategy.
- Lead on developing and finalizing the PWYP campaigning and advocacy manual (partial fulfilment for the charity status registration-London/UK).

Ensuring effective communication and networking

- Establish a reporting system that will ensure leadership and facilitate guidance of the regional coordinator to the national coordinators of the coalition.
- Facilitate regular contribution from PWYP members to the PWYP international newsletter, the PWYP website, and the MENA and Asia Pacific list-serves.
- Write (please view my latest blog [here](#)) and help facilitate writing blogs and articles for the PWYP newsletter and website.
- Build a communication system that will ensure two-way flow of information amongst the subnational, national, regional and global .networks.
- Ensure that regular communication is held between host organization and governing body of the coalition.
- Promote and develop a bigger range of communication tools and modalities (Online communication and social media) to strengthen regular exchange amongst members.
- Initiate and develop twinning process and strategies between northern coalitions and southern coalitions, to enhance experience sharing and peer learning.

Integration with the International PWYP campaign

- Ensure that national campaigns are aligned to or informed by the global strategic plan and coalitions are informed of any new developments at the international level and the implications for these for on-going national level advocacy.
- Establish clear processes for consultation with national members on issues of strategic importance for the international network.
- Support the organization of regional meetings organized in the framework of international PWYP or EITI-related events.
- Coordinate and amplify national civil society perspectives in the international civil society for a in which PWYP is active.
- Monitor country progress in EITI implementation and highlight areas of concern.
- Lend advocacy support to international advocacy interventions on behalf of international civil society groups (e.g. pressure on company headquarters in host countries).
- Represent PWYP at external meetings, conferences and events around MENA and Asia Pacific.

Fundraising and budget monitoring

- Develop a funding strategy to ensure long term sustainability of PWYP in the sub-region.
- Build donor relations and create a diversified donor platform to ensure sustainability of program
- Draft new proposal and renewal requests.
- Maintain dynamic and productive relations with donors
- Advise key partners and donors on needs and capacities of national coalitions and member organizations.
- Produce donor narrative and financial reports as relevant.

Project management

- Design projects, including drawing time-frames, preparing M&E&L log-frames, coordinating amongst sub-grantees when necessary
- Implement projects including executing activities, producing timely and contextual reports to donors, and preparing financial reports.

Examples of previous projects managed:

- Project funded by the World Bank to support and strengthen civil society engagement in the implementation and process of the EITI. Location: Papua New Guinea, Budget: 245,000.00 USD. Duration: 24 months.
- Project funded by the Friedrich Ebert Stiftung to strengthen environmental awareness around Oil and Gas exploration in Lebanon. Location: Lebanon. Budget 42,650 USD. 3 Sub-grantees. Duration: 8 months.

January 2010-February 2012

Country Manager-Lebanon

Palestine Association for Children Encouragement of Sports-PACES Charity Organization

- Plan, coordinate, supervise the implementation of, and evaluate PACES programs in Lebanon.
- Supervise the implementation of PACES strategic annual plan for Lebanon according to set schedules.
- Plan, monitor and evaluate team performance according to individually set action plans.
- Inspect and evaluate work in progress, identify any problem areas, and direct remedial action, in coordination with team.
- Coordinate operation activities between the technical and administrative teams.
- Write proposal for potential donors and draw a general strategic yearly plan of action.
- Submit monthly budget plans and estimates for Lebanon Office
- Develop new models that reflect and satisfy the needs of the sports clubs and civic institutions we are trying to reach.
- Design and develop an all comprehensive training program that aims at promoting sports as a tools for development of marginalized communities.
- Monitor and evaluate the performance of the team.
- Design policies that are in accordance with the requirements of the local community where sports is concerned.

- Evaluate the shortages in the facilities needed by the sports clubs within the Palestinian camps and drawing proposals for fulfilling these needs.
- Locate potential resources within the community to be used to enhance the abilities of the sports clubs.
- Monitor expenditure vis-à-vis the approved budget for the project and monitors records.
- Organize events and training workshops that will promote community engagement, support ongoing relief programs and enhance individual capacities.

1994 -1999

Educational Advisor

AMIDEAST Lebanon

- Act as educational advisor to students seeking to continue their education in the USA.
- Authenticate degrees obtained from the USA
- Plan, design and execute outreach sessions that are geared towards promoting studying the USA and advertizing AMIDEAST paid services
- Designing and implementing weekly group sessions that guide the students towards applying to universities in the USA
- Maintain and archive a resource library for students interested in applying to universities in the USA
- Initiating and launching the “Direct Placement” program where students are guaranteed admission to at least one university in the USA.

Awards received

April 2019

Recipient of the Leadership Management International Annual award for Client of the year-2018

February 2018

Recipient of Platform Horizon Achievement Award

Publications (op-eds, research papers, and blogs-*a selected sample*)

Research Papers

October 2021 Post Legislative Scrutiny of Law 132/2010. A study completed for Westminster Foundation for Democracy (not published yet).

February 2020 Onshore drilling: From economic feasibility to granting approvals. A study completed for Westminster Foundation for Democracy (not published yet).

Op-Eds (selected sample)

March 2020 Long Road Ahead

February 2020 Lebanon must manage expectations as offshore drilling begins

February 2020 An investigation into the revenues from Lebanon's seismic data

October 2019 Oil and gas will not save Lebanon

January 2018 One Eye Open

September 2017 Strengthen Our Environmental Protection

September 2016 Drilling for Peace.

August, 2016 Breaking the Norm: A wake up call for Lebanese civil society.

April 2015 Civil Society's role in Lebanon's Petroleum Sector Case study on the Lebanese Oil and Gas Initiative (LOGI), paper co-authored with George Sassine, Harvard University.

April 2015 "In Lebanon academic head discussions for how to ensure extractives become a blessing", Blog.

February 2015 "Tunisian Civil Society unites for a better tomorrow", Blog.

December 2014 "Extracting Transparency", the Executive Magazine.

In addition to numerous appearances as key note speaker, panelist in several national, regional and international conferences, as well as a guest on television, and radio stations (local, regional and international).

Board memberships

July 2019-2023	Representative for civil society at the Extractive Industries Transparency Initiative-EITI https://eiti.org/contact/ms-diana-el-kaissy
2013-present	Board member – Palestine Association of Children Encouragement of Sports (PACES)
2021-present	Advisory board member – Lebanese Oil and Gas Initiative (LOGI)
2005- 2008	Parent Committee – International College, Lebanon Vice president

Skills

- Capacity building skills in (certificates furnished upon request)
 - Training of Trainers
 - Contract Disclosure and Transparency
 - Global Transparency Initiatives: EITI, Mandatory Disclosures, ESTMA.
 - Coalition building
 - Advocacy campaign planning.
 - Grants management
 - Proposal writing
 - Development of policy briefs
 - Democratic and participatory approaches
- Facilitator, workshop organization, project management.
- Fluent in both Arabic and English, acceptable understanding of and communication in French.

References

Furnished upon request