

# RUTABA TARIQ

• Researcher • Policy Coordinator • Project Management •

Researcher and public social policy coordinator with special expertise on youth engagement, multi-sectoral collaboration and project management. I have experience leading grassroots initiatives, building organizational frameworks, working close on strategy, oversight, and fundraising. It is likely that I will be caught drawing cartoons and reading Bertrand Russell during my freetime.

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## SKILLS

Strategy Research  
Capacity Development  
Policy Analysis  
Content Writing  
Process Optimization

## EXPERIENCE

### Mar Account Executive

2021 - Unitas Communication

- ongoing**
- Research and draft reports, op-eds and media articles
  - Assist senior Unitas Directorship to work on business proposals, development and presentations
  - Assist with content development for social media channels
  - Assist with developing collateral materials including briefs, presentations, messaging, website content, and blogs.

### Nov Research Consultant

2020- Pakistan Institute of Legislative Development and Transparency

- Feb 2021**
- Comparative analysis of Policy Positions of political parties in Pakistan on COVID-19 management & its impact on Economy & Education
  - Independently monitored & wrote a report on Grassroots Policy Forum (GPF)

### Jan Project Country Coordinator, Model OIC (Volunteer)

2017 - OIC Youth Forum, ICYF

**Ongoing** a) OIC Youth Connect with ICYF-ERC (2020)

- Launched a six-part video podcast series on emerging global trends, researched and hosted by volunteers under my supervision
- Orchestrated digital outreach of the program amassing ~ 35,000 views;
- Produced analytics and performance report with project lead;
- Raised funds for the project.

b) National Model OIC Pakistan (International Youth Diplomatic Conference, 21 - 24 December 2018)

- Led a team of 70 youth from various campuses in Karachi;
- Orchestrated design for all pre-conference events (skill development workshops and discussions)
- Handled coordination between high priority stakeholders (governmental departments, corporations, NGOs, INGOs & youth forums)
- Raised finances through self generation, public-private partnership
- Developed youth policy paper titled 'Karachi Declaration' in collaboration with ICYF Academic and Education Unit.

c) Policy Consultancy & Advocacy

- Presented policies on OIC's first Youth Strategy at the 4th Session of Islamic Conference of Youth and Sports Ministers in Baku, Azerbaijan
- Consulted on the 1st OIC Youth Policy at OIC's Young Leader's Summit, Istanbul, Turkey

d) Model OIC Clubs & Conferences

- Established and manage University Model OIC clubs in numerous cities in Pakistan (trained <1000). They focus on academic and skill training on diplomacy and policy-making;

## RESEARCH

Co-author "Psychosocial Determinants of Divorce and their Effects on Women in Pakistan: a National Review"(Published in International Journal of Human Rights in Healthcare, Emerald Insight, 17 April 2020

'Scope of Conflict Management in Karachi' published on PPSCR by Dean of Social Sciences, UoK

Other published work: Essay titled 'We Women, We lie' published in Zau (Literary Magazine, UoK)

Research Advisor at Youth Centre for Research, Pakistan (June - Aug 2021)

# R U T A B A T A R I Q

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## LANGUAGES

Urdu - Native  
English - Proficient  
Spanish - Basic  
French - Basic

## AWARDS & HONOURS

Ambassador Scholarship  
- SOAS Summer School  
(2020)

Dean's Achiever's List,  
University of Karachi  
(2017)

Youth Leader Pakistan,  
OIC Young Leader's  
Summit (Istanbul) -  
Islamic Conference  
Youth Forum (2016)

Delegate International  
Study Visit: Social  
Leadership Training  
Program (London) -  
HEC & British Council,  
Active Citizens (2016)

Deputy Speaker -  
PILDAT Youth  
Parliament Pakistan,  
(Islamabad) (2015)

### Jan **Regional Chair, Asia (Volunteer)**

2020- International Association for Political Science Students

- Ongoing**
- Redesigned team structure and recruited members from across Asia
  - Designed regional partnerships and liaison strategy
  - Restructured media outreach
  - Conceived programme strategy for 2020 - 2021
  - Major programmes include: UN75 Consultations on Youth, Peace & Security, and Youth and Civic Engagement, Young Politicians Roundtable, COVID-19's Impact on Asian Politics, among others

### Aug - **Research Associate**

Oct Associate Dean's Office, IBA (Karachi)

- 2018
- Redesigned the course content for 'Political Systems & Political Regimes' for Freshman year,
  - Led the literature review and drafting of two research papers titled 'Socio-Political Reforms of Benazir Bhutto' and 'Investing in Peace: Economic Interdependence in South Asia'
  - Prepared class material (readings, presentations, etc)

## EDUCATION

2020 - 2021 • Masters of International Relations with a focus on Middle East, Peace & Conflict Studies (*Gold Medalist*, GPA 3.68)  
University of Karachi

2014 - 2016 • B.A International Relations (*Gold Medalist*, 3.42 GPA)  
University of Karachi

2012 - 2013 • A-Levels in Psychology, Sociology, English Language & Literature, European History

## INTERNSHIP

### July **Intern - Business Development Unit**

-Aug British Council, Karachi

- 2018
- Drafted report on identification and mapping of Corporate Partners for Heritage Festival 2017 (Income Generation Data)
  - Helped collate Portfolio Management Data
  - Analysis of Potential Grants for the organization from June - August
  - Created SoP for Organizational Contact Management
  - Conducted CV evaluations

## COURSES

May - Sept 2020 • Conflict and International Development  
SOAS, UK

2020 • Quantitative Methods in Social Sciences (Ongoing)  
University of Amsterdam, Coursera

June - July 2019 • Ideas for a Better World: Leading Change Through Policy Making  
British Council, FutureLearn