

# Boutheina Hussein



## EXPERIENCE

### Program Manager and Partnerships Lead

**KNOWLEDGE TRAINING & DEVELOPMENT** (Founding Partner)

November 2019 - Present

Dubai, United Arab Emirates

*My position at Knowledge Seeds enables me to have a central and eclectic role as I get to be involved in many areas such as education, sales, marketing, PR, HR, project management and Finance.*

*It is also a very enlightening position as I get to work with different people, employees and colleagues, learners, as well as clients from the public and private sector.*

*Working with people from around the world, with different professional backgrounds, cultures, ethnicities is extremely enriching.*

#### Roles and responsibilities

##### **Education & Training:**

- Develop Yearly Training program for public entities ( Identify and assess future and current training needs through job analysis, review career paths,analyse annual performance appraisals and conduct multi-leveled employees interview)
- Draw group or individualized training and development plan to address individual and company needs and expectations
- Developed a variety of training methods
- Monitor and evaluate training program's effectiveness, success and ROI

##### **Administration Management:**

- Supervise effective budgeting strategy and manage its implementation
- Supervise financial operations budget (budget management, expenditures, revenues)
- Supervise budget spending optimization
- Review financial results reports
- Present yearly budget results to centre's board of investors
- Hire trainers and educational execs
- Develop Hiring process
- Develop internal policies
- Supervise Quality Insurance standards implementation
- Supervise Centre compliance with local regulations
- Supervise Centre compliance with industry standards
- Supervise marketing team ( Branding, digital marketing efforts)
- Liaise and develop relationships with local authorities (KHDA, Ministry of Human Development, Ministry of Social Affairs, Ministry of Labour, Ministry of Education)

#### Main Achievements

- Development of the Juvenile Investigative Interview Skills Course
- Partnership with the Sharjah Directorate of Human Resources to develop and provide training for Sharjah Public sectors employees

#### CONTACT

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 [www.linkedin.com/in/boutheinahussein-865202178](https://www.linkedin.com/in/boutheinahussein-865202178)

 + 33 603249904

#### TOP SKILLS

- Special Education
- Business Management Consulting
- Psychology & Mental Health Counseling
- Language Fluency: Arabic/ English/ French

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Senior Counselor in Mental health and behavioral science

D&B COUNSELING

March 2018 - Present  
Lyon Area, France

Roles and responsibilities

Administration:

- Provide outpatient mental health services to promote patient recovery
- Conduct individual intakes for individual and groups
- Conduct family and couple therapy
- Develop treatment service plans
- Conduct treatment plans reviews as needed throughout the duration of treatment
- Provide mental health assessments
- Provide counseling, referrals, and intervention services
- Provide reports to be used in court, school, or other community agencies as necessary
- Coordinate treatment with stakeholders (psychiatrists and/or, physicians, social workers, family members, law enforcement agencies, schools)

Counseling:

Emotional and Behavioral disorders and difficulties Therapy

- Stress management
- PTSD
- Grief, Bereavement and Loss counseling
- Depression
- Abuse
- Trauma
- Anger
- Addictions
- Anxiety
- Phobia
- Psychosomatic Disorder
- Postpartum Depression

Change Therapy

- Career counseling
- Weight/ eating disorders counseling
- Low Self-esteem/ self-confidence
- Procrastination

Relationships Therapy

- Couple’s counseling
- Divorce counseling
- Conflict resolution
- Family counseling

Main Achievements:

- **The Haven Program:** After realizing that many of our patients, mostly from Gulf countries find it difficult to consult with a therapist face to face and divulge private informations or show emotions not usually shown ( especially by men) I started offering “ Anonymous consultation” using platforms such as Zoom or Windows Teams. The Haven Program helped increase patient retention by 35% and patients intake by 42% in 3 months.
- **Count’d Partnership:** I have worked with a team of Tech execs who developed an app designed for people wanting to lose weight by providing individualized meals plans and fresh delivered meals. We are offering weight management consulting from a psychology angle.

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Education Director

STEPUP CONSULTING

June 2016 - June 2019  
Dubai, United Arab Emirates

Roles and responsibilities

Administration & Project management

- Policies and processes development in compliance to the Khda, MOE, SPE, guidelines
- Set-up premises
- Hiring of the Educational Team ( Teachers, Assistant teachers, Curriculum Manager, SENCO, Shadow teachers, ALS)
- Sourcing ( resources, LMS, fit-out furniture)
- Lead the development of strategy and plans which deliver required educational outcomes, learner-focused services and support the effective implementation of corporate objectives.
- Provide advice to investors and work collaboratively with all stakeholders on all aspects of education and skills and ensure that education and skills planning is integrated
- Leadership of schools and nurseries programs such as school achievement and improvement, as well as strategic leadership for alternative educational provision such as SEN
- Ensure appropriate governance arrangements, including the management of finance and regulatory activity, and support the development of new venture models which align to clients outcomes.
- Support education teams in schools and nurseries in order to improve educational achievement and learning outcomes, including special educational needs, disability or at risk students.
- Develop services to meet the educational achievement and improvement needs of pupils,including vulnerable pupils, in all settings and educational establishments.
- Development and delivery of model for inclusion in schools where pupil exclusions are unreasonable.
- Work closely with the Management team in order to design and secure the most appropriate model for leadership of SEN and disability services.
- Develop quality assurance systems with schools and other service providers, to enable the improvement of performance standards

Education

- Develop Curium and syllabus for independent institutions
- Develop Students Assessments models
- Develop Sessonal / short programs ( Summer Camp, winter Camps...)
- Develop IEP ( individual Educational Plan ) for SEN department
- **The Bridge Program:** The first program of its kind to get the official approval of the Dubai Ministry of Education. The program provides a framework for schools, nurseries and ELC’s in order to offer fully Inclusive SEN education.
- **British Islamic Nursery Copyrighted Curriculum:** I have developed an extremely innovative curriculum for the British Islamic Nursery. The curriculum combines the EYFS standards to the Islamic ethos of the Nursery’s owners. In order to protect their curriculum I have got it copyrighted which enables them now to sell their program, develop a franchise model...

## Business Strategy Consultant

STPS France  
September 2005 - June 2016  
Grenoble Area, France

### **Roles and responsibilities**

#### **Project Management:**

- Search and identify business opportunities
- Analyze new markets, growth areas, trends, customers, partnerships, products and services
- Customers/ clients needs assessment
- Planning and preparing projects presentations, pitch decks
- Communicating new product developments to prospective clients
- Overseeing the development of marketing literature
- Preparing project progress reports
- Cultivate and develop relationships with customers/clients

#### **Business ,industrial-organizational psychology**

- Plan effective organizational practice strategy
- Analyze and improve company practices, employee motivation, morale, performance and satisfaction, within the workplace.
- Organize employee training, refresher training, support management objectives and motivate employees to perform to the best of their abilities.
- Develop and conducted Human factors products and services analysis

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## EDUCATION

### Applied Behaviour Therapy

Diploma in Applied Behavioural Analysis ABA (Abti Dubai UAE)

### Adult and Continuing Education Administration

MA in professional consulting (RQF LV8)

Brighton School of Business and Management (London, UK)

### Special Education Needs and Inclusion

M.Ed in , Special Education Needs

ICEP Europe, Institute of Child Education & Psychology (Leinster, IRELAND)

### BA Clinical psychology

Université Grenoble Alpes, FRANCE

## CONTINUOUS PROFESSIONAL DEVELOPMENT & TRAINING

### TOT Internationally accredited Trainer

Cambridge Training College of London

### Accredited Professional Neuroplasticity Diploma Course

(Micro-Master) Berkeley University of California

### The Science of Well-Being

EdeX Department of Psychology Yale University

### Artificial Intelligence: Implications for Business strategy (in process)

MIT Sloan School of Management and the MIT Computer Science and Artificial Intelligence Laboratory