

KELLY KOCH

International Development Professional – Executive, Operations & Programs

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Experienced Strategic Leader of 25+ years with a focus on Operations, Programs and Finance. Results-oriented manager of cross-cultural teams specializing in leading the design & implementation of impact-driven programs and the establishment of robust organizational systems & procedures. Proficient in working in complex government contexts. Highly skilled at building capacities and ensuring strong organizational financial, human resource & risk management. Adept at representing the organization, developing & maintaining strategic partnerships and fostering strong donor relations through proactive & transparent communications, delivering on agreed commitments and ensuring full grant compliance.

PROFESSIONAL EXPERIENCE

Program Management Advisor (Consultant), Malawi | Habitat for Humanity International

virtual | 2020

- Guided the team on the implementation and donor compliance of a \$4+ million DR & WASH funding portfolio (UNDP, DFID, ADH) with a focus on enhanced grant management systems, tools & resources, improved cross department collaboration & coordination and proactive & transparent donor relationship management
- Mentored the appointed interim National Director and Finance Manager through the duration of the recruitment process
- Assessed the organization capacity and developed recommendations for organizational development to leadership

Chief Executive Officer | Habitat for Humanity Philippines

Philippines | 2019

- Led a team of 95 members while directly reporting to the National Board President and Regional Vice President
- Guided and monitored the implementation of a 6-year \$100 million project to build sustainable communities including overseeing problem resolution, managing strategic donor relations and engaging in key discussions with government partners
- Managed [Asia Pacific Housing Forum - Philippines](#), a 3-day event bringing cross-sector housing actors to discuss and develop innovative solutions for sustainable communities in Philippines. Successfully collaborated with key stakeholders, supervised activities across departments and effectively represented the organization & Forum to achieve maximum impact of the event

National Director, Vietnam | Habitat for Humanity International

Vietnam | 2012 – 2019

- Led the creation and monitored the execution of a 5-year strategic plan, rolling 3-year business & annual operational plans
- Cultivated strong business relationships with government officials at all levels from national to commune ensuring the delivery of community-centered programs alongside government partners with integrity and transparency resulting in the upgrading of the registration certificate to the highest level for INGOs working in Vietnam
- Mentored senior managers to strengthen results-oriented performance management and accountability within their teams. Ensured the creation of strong organizational development plans as well as individual professional development plans
- Established organization's policies, procedures and guidelines to ensure consistent design and implementation of programs, enhance cross department collaboration and promote effective and transparent utilization of human and financial resources.
- Oversaw donor acquisition & relations while ensuring the highest standards of grant compliance and reporting resulting in consecutive donations from institutional, corporate and organization funders (DFAT, HKSAR DR, KCC, etc.)
- Delivered the quarterly reports to Regional Management team with a focus on updates of strategic initiatives, operational & financial performance and risk management. Provided recommendations and sought input on key issues
- Represented organization at UN High Level Political Forum for Sustainable Development Goals highlighting a housing project at a side event titled [The Power of Partnerships: Finding Inclusive Solutions for Sustainable Societies](#)

Associate Director - Regional Programs, Asia Pacific | Habitat for Humanity International

Thailand | 2010 – 2012

- Provided operational oversight for the Vietnam and Cambodia country offices and advised national organizations in China, Japan, Malaysia, Mongolia and Sri Lanka
- Supported the strategic planning & governance, facilitated interactions between regional and national offices, supported the finalization & approval of project proposals & donor reports and provided recommendations to regional leadership team
- Developed and directly oversaw implementation of disaster response project for the Japan Earthquake & Tsunami '11

Led the national team of 70 staff to conceptualize and deliver affordable housing programs to low-income families in 7 project offices across the country. Managed stakeholder relations and led the strategic development of a partnership operational model to reduce organizational delivery costs

Consultant | Habitat for Humanity International**Tajikistan | 2007; Bangladesh | 2008**

Provided organizational development support to the Tajikistan and Bangladesh national programs including the onboarding & coaching of the new national director in Tajikistan and enhancement of operational procedures and systems in Bangladesh

Managing Director | FirstMed Centers Kft.**Hungary | 2005 – 2007**

Led the business operations of an international outpatient health clinic, restructured staff and introduced new operating procedures to boost patient flow by 32% and revenue by 28%

Director, Finance & Administration, Europe & Central Asia | Habitat for Humanity International**Hungary | 2003 – 2005**

Led the financial management for the regional office with a focus on providing financial analysis and information to the regional leadership team for informed decision making inclusive of revamping the regional strategy to quadruple the number of families served annually and decrease the required investment per family by 75%. Supported national organizations on financial management, credit portfolio, legal registration and tax compliance

Program Development Manager, Europe & Central Asia | Habitat for Humanity International**Hungary | 2000 – 2003**

Provided primary consultation and support to locally-registered Habitat entities across the region on organizational development, governance, strategic planning, program design & execution, fiscal monitoring and evaluation, resource allocations and capacity building. Reduced cost of housing solutions by introducing best practices in small business management

Project Manager, Overseas Programs | Thunderbird School of Global Management**Arizona, USA | 1998 – 1999**

Kick started the development of new programs for school's international campuses and created a business plan for a new admissions program with a target of boosting 40% enrollment in school

Managing Director, Member of Management Board & Shareholder | Creative Edge**Poland | 1996 – 1998**

Established a start-up training and conference facility from a conceptual plan to a fully operational, profitable company that catered to Fortune 500 companies seeking high standards for customer service and achieving a 70% repeat business record

Business Consultant (Volunteer) | MBA Enterprise Corps**Poland | 1995 – 1996**

Served as a volunteer business consultant to a private, Polish training and education company through a non-profit volunteer organization which placed recent MBA graduates with private companies in transitional economies and emerging markets

LANGUAGES & INTERNATIONAL EXPERIENCE

- Lived & worked in Vietnam, Philippines, Thailand, Bangladesh, Tajikistan, Hungary, Poland and Germany
- Proficient in German & Polish; Beginners level Spanish

PROFESSIONAL TRAINING PROGRAMS

- Staley Leadership Fellow, Habitat for Humanity International
- Effectively Managing Strategic Change, Connor Consultants
- Microfinance Training course, Boulder Institute of Microfinance | Turin, Italy

EDUCATION

Master of International Management (Global MBA) | Thunderbird, The Global School of Management
Bachelor of Science, Sociology | Texas A&M University