

CURRICULUM VITAE

Personalia:

Olofsson Elisabeth Karin

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Employments:

Post: Secretary General, Parliamentary Forum

Period: 31 August, 2015 –

Main tasks:

- Lead and develop the work of the Forum; and manage the Secretariat in Stockholm.
- Support the board of the Forum and implement their decisions; and support the members of the Forum.
- Represent the Forum in relation to partners, governments and international organisations.

Post: Policy Adviser Human Security, Department for Humanitarian Assistance, MENA & Asia, Support Unit Conflict, Sida

Period: August 2012 – ongoing until 28 August 2015

Main tasks:

- Thematic responsibility for Small Arms and Light Weapons, SALW, Mine Action, Security Sector Reform, DDR-related issues; including drafting reports; networking/contacts with international organisations/researchers
- Management, assessment and follow-up of contributions related to the Global portfolio for Human Security, including Chairperson for Unit Quality Assurance Committee

Post: First Secretary/Responsible Officer for Peace and Security, Embassy of Sweden in Colombia, Sida.

Period: Aug 2009 – Aug 2012

Main Tasks:

- Thematic responsibility for Peace and Security in relation to Swedish Development Cooperation including monitoring the situation in the country; internal coordination of relevant processes and external coordination/networking with a wide range of actors (Multilateral, Civil society, State and Research organisations).

- Management, assessment and follow-up of contribution portfolio within Peace and Security.
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Post: **Second Secretary/Responsible Officer for Human Rights & Democratic Governance, Embassy of Sweden in Guatemala, Sida.**

Period: Feb 2009 – Aug 2009

Main tasks:

- Thematic responsibility for Human Rights and Democratic Governance in relation to Swedish Development Cooperation including monitoring the situation in the country; internal coordination of relevant processes and external coordination/networking with a wide range of actors (Multilateral, Civil society, State and Research organisations).
 - Management, assessment and follow-up of contribution portfolio within Human Rights and Democratic Governance
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Post: **Country Analyst** Guatemala, Department for Post-conflict and Conflict countries, Team Guatemala, Sida

Period: September 2007 – January 2009

Main tasks:

- Liason between the Embassy and Sida HQ; internal coordination of relevant issues and processes linked to Swedish Development Cooperation with Guatemala; external contact with organisations, consultants, universities and other actors.
 - Monitoring the situation in Guatemala with focus on Swedish Development Cooperation.
 - Preparation, assessment and follow-up of contribution portfolio.
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Post: **Project Manager of the project "Generational Shift in Civil Society focus Leadership", Sida Civil Society Center, Department for Cooperation with Civil Society, Humanitarian Assistance and Peace and Security, Sida.**

Period: April 2005 - September 2007

Main tasks:

- Developing the rationale, structure and content of the project
- Coordinating the different components such as studies and workshops in cooperation with national and international actors involved.
- Narrative and financial responsibility, including elaboration of final reports.

- Pedagogical work and responsibility within preparatory training and courses for personnel within civil society in development cooperation.
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Post: Project Coordinator for Swedish Fellowship of Reconciliation (SweFOR, Kristna Fredsrörelsen project "Peace Observation/Peace Service"), Guatemala and Chiapas, Mexico, posted in Guatemala City.

Period: Augusti 2003- End of January 2005

Main tasks:

- Management, coordination and facilitation of a team of Swedish peace observers connected to witnesses in the legal process part of the genocide trial.
 - Advocacy work directed to Swedish audience concerning Human Rights in the post-conflict situation.
 - Networking and collaboration with international and guatemalan actors within the field.
 - Training and capacity building for an international team of peace observers
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Post: Project Manager, Exchange programme Sweden World Youth, Centre for International Youth Exchange (CIU)

Period: April 2000 – August 2003

Main tasks:

- Management of recruitment and coordination of participants, group leaders, host communities
 - Planning, implementation of training and educational initiatives
 - Evaluation and preparation of reports to donor, Sida.
 - Coordination and collaboration with international partner (Asia and Central America)
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Post: Peace Observer for Swedish Fellowship of Reconciliation (SweFOR, Kristna Fredsrörelsen, project "Peace Observation/Peace Service"), Guatemala and Chiapas, Mexico, posted in Guatemala, Chimaltenango.

Period: September 2001-February 2002

Main tasks:

- Monitoring and documentation work concerning the situation for Human Rights; the legal process within the genocide trial and the witnesses.
 - Advocacy and awareness-raising work directed to Swedish audience concerning the Guatemalan post-conflict situation and the genocide trial.
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Post: **Group leader/Faciliator, Exchange programme Sweden World Youth, Centre for International Youth Exchange (CIU), with Environmental focus, based in Costa Rica,**

Period: April 1999 – January 2000

Main tasks:

- Management of establishing the programme in a Swedish host community by networking with civil society, politicians and the municipality.
 - Responsible for a group of Costarican and Swedish participants during the programme: planning, implementation and evaluation of activities, work placements and educational initiatives.
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Education:

- Masters Degree in Political Science with International focus ("Filosofie Magisterexamen huvudämne Statsvetenskap/internationell inriktning), including scholarships Erasmus one semester at Universidad Complutense, Madrid and Minor Field Study in Chile.
- Social Sciences Upper secondary school ("Treårig gymnasial samhällsvetenskaplig linje") Parkskolan, Örnsköldsvik, 1989 – 1992

Language skills:

- Spanish (fluent)
- English (fluent)
- Swedish (mother tongue)

Commissions of trust (selected assignments)

- The Swedish Green Party, Municipality of Stockholm, Member of board Stockholm Water Foundation, 2015 - ongoing
- The Swedish Green Party, Municipality of Stockholm, member of "Future delegation" ("Framtidsutredningen"), 2013- April 2015
- The Swedish Green Party, Municipality of Stockholm, Coordinator for Election campaign 2013 - 2014, Södermalm, Stockholm.
- The Swedish Green Party, Municipality of Stockholm, Candidate to Swedish Parliament, 2014.
- Swedish Fellowship of Reconciliation (SweFOR, Kristna Fredsrörelsen), Member of national board, 2007 - 2009.
- Swedish Fellowship of Reconciliation (SweFOR, Kristna Fredsrörelsen), President of local branch in Västernorrland, 2006 – 2008.
- Swedish Fellowship of Reconciliation (SweFOR, Kristna Fredsrörelsen), Member of Committee for Arms Control, 2005 - 2008.
- Parkskolan upper secondary school, Örnsköldsvik, President and Vice-president. Ht 1990 –Vt 1992.

Courses (selected assignments):

- The Swedish Green Party, Municipality of Stockholm, Leadership course, 2014
- Coordination and Leadership course, Sida Civil Society Center, June 2003
- Leadership and Management courses ("UGL") 1999, 2000, 2001