

EDEN LUBERIS

PROJECT MANAGER

PROFESSIONAL SUMMARY

Efficient and accurate interpreter fluent in Haitian Creole, French, and English. 12+ years of experience demonstrate a solid commitment to serving disadvantaged communities. Documented success in designing high-quality, cost-effective, comprehensive programs that improve lives. I offer direct support, case management, and advocacy while connecting clients with vital resources, ensuring inclusivity and comprehensive solutions for diverse populations.

CONTACT

(770) 283-7319

Sandy Springs, GA 30350

luberiseden@gmail.com

www.linkedin.com/in/eden-luberis

<https://lnkd.in/gqpNcJ6m>

EDUCATION

PhD, Education Sciences
University of Paris | Nanterre, France

M.S., Disability & Inclusion
Institute of Disability and Special
Education Needs | Suresnes, France

B.S., Management
Polyvalent University of Haïti |

LANGUAGES

Haitian Creole - Native

French – Native

English – Fluent

Spanish - Intermediate

TRAINING & CERTIFICATIONS

PMI-PMP® Certification Training
DHS 1100 - Civil Rights and LEP/SI
DHS 1000 – HIPAA
DHS 9000 - Information Security
Mandated reporter Protecting Children
Child Abuse and Neglect in Georgia
OCP 0115 - Autism Awareness
Inclusive Education
Project Development
Gender Equity
Humanitarian Accountability
Project Monitoring and Evaluation

Coursera profile :

<https://lnkd.in/gqpNcJ6m>

EXPERIENCE

Cuban Haitian Services Case Manager

New American Pathways | Atlanta, Georgia, United States | Feb 2024 - Present

- Provide direct support for Cuban/Haitian clients.
- Conduct cultural orientation on various essential integration topics.
- Coordinate medical and other appointments.
- Maintain client case files, case note log, and data needed for all reports.
- Provide detailed information for clients about Cuban/Haitian parole status.
- Administer direct client assistance funds for each eligible client.

Executive Director (Remote)

OCONFOR | Port-au-Prince, Haïti | 2/2016 - present

- Plan, organize, and conduct meetings.
- Manage various administrative procedures.
- Supervise the preparation of financial and narrative reports
- Development of innovative projects and budgets inherent to actions.
- Planned and organized meetings, accompaniment, and capacity building.

Project Manager (Hybrid)

OCONFOR | Port-au-Prince, Haïti | 11/2021 – 1/2025

- Assembled and managed a high-performing project team, fostering collaboration and motivation.
- Developed and executed comprehensive project charters and plans.
- Defined scope, objectives, and stakeholder engagement strategies.
- Detailed schedules, resource allocations, budgets, and risk management frameworks.
- Communication strategies to ensure alignment with project goals and stakeholder expectations.
- Continuously monitored and evaluated project progress, ensuring alignment with objectives and long-term sustainability.

PROGRAMS

Microsoft Suite
Adobe Professional
SharePoint and Community

PROFESSIONAL SKILLS

Research Skills
Communication Skills
Project Management
Collaboration and Teamwork
Leadership and Independence
Adaptability and Resilience
Ethical and Cultural Awareness
Technical and Digital Skills

CO-FOUNDER HUMANITARIAN INITIATIVES

[OCONFOR](#)

General Director, 2016 - present

JOSE (Disability and Inclusion org)
Founder/President, 2009 - 2013

PROFESSIONAL MEMBERSHIP

Research Group on Disability,
Accessibility, Educational, and
School Practices,
Institute of Disability and Special
Education Needs

Project Management Institute (PMI)

Inclusion and Accessibility Consultant

Christian Blind Mission (CBM) | Port-au-Prince, Haïti | 1/2020 – 1/2023

- Planned and organized meetings, accompaniment, and capacity building.
- Planned and facilitated trainings on the issues of disability, accessibility, inclusion, and gender.
- Strategized workshops with community leaders, local authorities, associations, and other stakeholders.
- Presented and organized workshops for the revision and development of inclusive urban policies.
- Supported inclusion advisors of the Town Halls in the establishment of an advisory group.

University Teacher

Autonomous University of Port-au-Prince | Port-au-Prince, Haïti | 8/2018-8/2021

- Deliver lectures about accessibility, disability, inclusion, and project management using an inclusive pedagogical approach.
- Engage classes of up to 30 students in discussions of contemporary critical analysis.
- Broaden students' understanding of the evolution of accessibility and inclusion.
- Refer students to additional research resources as appropriate
- Maintain frequent open-office hours to help students address schedule challenges and focus their research efforts.

Program Coordinator

Suresnes Town Hall and La Rochelle University | Suresnes, France | 9/2016 - 7/2017

- Coordinated the accessibility diagnostic component relating to roads, signage, and travel with and for people with disabilities.
- Realization of a qualitative survey.
- Created a sample of 40 persons per family related to disabilities.
- Conducted interviews and observations relating to the difficulties encountered (chain of displacement).
- Prepared narrative and financial activity reports.

Project Manager

Association for Aid and Relief (AAR-Japan) | Port-au-Prince, Haiti | 1/2013 - 12/2016

- Project management and coordination with a multidisciplinary team in accessibility, inclusive education and child protection.
- In charge of strategic, structural, organizational, operational and financial planning decisions.
- Awareness and training of teachers, school principals, family, community, parents of learners with disabilities.
- Development and testing of an inclusive education system.
- Evaluation of the inclusive education system and training.
- Digital mapping of residential and schooling areas for learners with disabilities and production of mini-documentary videos.