

# RAINA SHAFAA

Policy Officer

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## PROFESSIONAL SUMMARY

Public Policy and International Relations professional with 3+ years of experience across government institutions, diplomatic missions, international organizations, and global youth initiatives. Expertise in policy analysis, governance, political communication, research, and stakeholder engagement. Demonstrated ability to translate complex political and policy issues into actionable recommendations through analytical reporting, advocacy, and strategic communications. Passionate about advancing inclusive governance, sustainable development, and international cooperation.

## PROFESSIONAL EXPERIENCE

**Policy Officer** | Ministry of Home Affairs of the Republic of Indonesia (MOHA)

Nov 2025 – May 2026 | Indonesia

- Produced 9 policy briefs on Indonesia's domestic political developments, translating daily political monitoring into concise, evidence-based policy analysis.
- Conducted daily monitoring and assessment of national and regional political developments, including government policies, legislative affairs, political dynamics, public discourse, and emerging issues affecting domestic political stability.
- Collected, reviewed, and synthesized information from news coverage, government reports, institutional updates, and other relevant sources to maintain an up-to-date overview of Indonesia's political landscape.
- Identified key political trends, emerging issues, potential risks, and policy implications, transforming complex and rapidly evolving information into structured analytical outputs.
- Drafted policy briefs that provided political context, issue analysis, key findings, and policy considerations to support internal discussions and government decision-making.
- Prepared regular domestic political situation reports and analytical materials for senior officials within the Ministry of Home Affairs of the Republic of Indonesia.
- Coordinated with relevant teams and stakeholders to ensure political monitoring outputs were accurate, timely, and aligned with institutional priorities.

**Publications Coordinator** | Youth & Policy

Jul 2025 – Oct 2025 | United Kingdom (Remote)

- Contributed to the development and dissemination of policy-relevant knowledge at the intersection of youth engagement, governance, and social development.
- Supported end-to-end production of academic and policy publications.
- Coordinated the editorial process, from manuscript development to publication.
- Facilitated collaboration with authors, researchers, and policy practitioners internationally.

**Political Division** | Embassy of Bulgaria

Aug 2024 – Sep 2024 | Indonesia

- Led strategic initiatives to enhance political engagement and outreach.
- Collaborated with stakeholders to drive legislative changes effectively.
- Implemented data-driven strategies to optimize campaign performance.
- Facilitated embassy's event that has over 100 Ambassadors/Diplomats on diplomatic duties.

## PROFESSIONAL EXPERIENCE (CONTINUED)

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**Research Assistant** | Ministry of Research, Technology, and Higher Education

Jan 2024 – Apr 2024 | Indonesia

- Conducted academic research analyzing Generation Z's perceptions and awareness of the Sustainable Development Goals (SDGs) 2024 in DKI Jakarta Province.
- Co-developed a national-level research proposal under the Ministry of Education's Program Kreativitas Mahasiswa (PKM) framework.
- Designed the research framework and methodology, including research objectives, variables, and data collection strategies.
- Collected and analyzed primary and secondary data relevant to youth engagement and sustainable development discourse.
- Collaborated within a two-member research team, ensuring effective division of tasks and timely completion of deliverables.
- Drafted and refined research outputs, including problem identification, literature review, and policy relevance analysis, in alignment with national academic standards.
- Ensured the proposal met national evaluation criteria and thematic alignment with Indonesia's SDGs implementation agenda.

**Communication & Advocacy Contributor #BEIJING+30** | UN Women Asia & the Pacific

Jan 2024 – Mar 2024 | Bangkok

- Developed impactful communication strategies for global advocacy campaigns.
- Enhanced stakeholder engagement through targeted messaging and outreach.
- Collaborated with diverse teams to create compelling content and visuals.
- Utilized social media platforms to amplify campaign reach and effectiveness.
- Analyzed campaign performance metrics to optimize future initiatives.
- Presented findings to senior leadership, influencing strategic decisions.
- Championed inclusivity, ensuring diverse voices were represented in campaigns.

**Editorial & Content Writer** | U-Report

Apr 2020 – Jun 2023

- Assisted in formulating youth-centered content strategies.
- Conducted in-depth research to support article development, ensuring factual accuracy, cultural relevance, and alignment with U-Report's advocacy goals.
- Produced articles that have reached 3,000+ readers, amplifying youth voices and strengthening awareness on child rights and social issues.

## EDUCATION

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**B.A. in International Relations** | Bakrie University

Sep 2021 – Feb 2025 | Jakarta

- Graduated with Honors, achieving a GPA of 3.67/4.0.
- Received the Dean's List recognition.
- Participated in academic conferences, presenting research findings.

## SKILLS

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**Domain Expertise:** Public Policy, Analytical & Policy Analysis, Crisis Management, Risk Assessment, Peacebuilding.