
THOMAS GEOGHEGAN

CURRICULUM VITAE

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SUMMARY

Qualified development professional with six years' sector experience including 18 months in Africa. Excellent research, analysis and writing skills; an accomplished communicator and project manager who loves taking a creative approach to solving problems individually and as part of a team.

EXPERIENCE

May 2011 - Present

Business Development and Communications Manager, Value-Added in Africa, 133 Capel Street, Dublin 1

- Project manage 'Electric Aid' project to re-brand of 4 African companies' products for successful market entry
- Develop communications policy and strategy of organisation
- Write case studies and promotional material, update website and social networks

July 2009 –
February 2010

Junior Professional Intern, Irish Aid, Embassy of Ireland, Lesotho

- Researched and wrote *National Human Resource Capacity Discussion Paper*; approved by Development Partners' Consultative Forum; submitted to Lesotho government
- Designed capacity-building fund for local advocacy civil-society organisations – proposal approved by management
- Designed methodology and implemented assessment of aid partnerships with Lesotho government – interviewed senior government officials, presented findings to Lesotho government and aid donors
- Researched and wrote *Lesotho Poverty and Vulnerability Analysis* – presented findings at Country Programme Mid-Term Review
- Monitoring and evaluation of Irish Aid-funded projects
- Participating member of Gender Mainstreaming Committee
- Represented Irish Aid at external meetings/forums
- Acted-up as Officer in Charge as required

October 2007 –
October 2008

Policy Development Officer, TASC, 26 South Frederick Street, Dublin 2

- Managed local government reform policy development project
- Convened consultative meetings, roundtables, seminars and public forums with academics, policy experts and the general public
- Researched and co-wrote TASC local government reform policy and submitted to government; developed model for devolved universal childcare system; met government submission deadline; obtained national media coverage
- Drafted opinion pieces, press releases and other external communications

March 2005 –
October 2007

Communications & Support Officer, Comhlámh, 10 Upper Camden Street,
Dublin 2

- Support to Policy and Campaigns Officer; produced research/policy briefings; liaised with Project Officers and wider sector on policy-related issues
- With Membership Officer, designed external communications strategy; internally implemented of 'Code of Conduct on Images and Messages'
- Researched and wrote 24-page 'Practical Guide for Continued Action for a Better World'; costed total production outlay; met public launch deadline
- Project managed design and printing of 'Volunteer Charter'; collaborated with designer on brand identity of volunteer code of conduct; costed total production outlay and met Irish Aid launch deadline
- Facilitated Trade Justice training classes; organised policy and campaigns courses
- Networked at conferences, NGO and European Commission meetings

October 2006 –
December 2006

Policy Researcher, Dóchas, 12 Harcourt Street, Dublin 2

- Researched and wrote 40-page policy resource, *Tackling Corruption*, as member of Aid and Corruption Working Group
- Final document approved following joint Dóchas-Transparency International seminar

FURTHER EXPERIENCE

October 2008 –
May 2009

Parliamentary Reporter, Oireachtas Office of the Official Report, Leinster House,
Kildare Street, Dublin 2

August 2008

Assistant Researcher (consultancy) for Trócaire, Maynooth, Co. Kildare

September 2006 –
April 2007

Web Researcher, Connect-World, Digital Depot, Roe Lane, Dublin 2

VOLUNTARY WORK

October 2005 –
December 2009

Editor, **Focus Action magazine**, Comhlámh, 10 Upper Camden St, Dublin 2

- Led editorial group and motivated volunteer team
- Planned content and production schedules according to Cómhlahm activities and strategic objectives
- Wrote and sub-edited articles
- Controlled budget, designed layout, managed print production
- 'Focus' shortlisted for *Metro Éireann Multicultural and Media Award*, 2006

EDUCATION

2003-2004

MSc Development Studies (Hons.), Centre for Development Studies, UCD Dublin,
Belfield, Dublin 4

1998-2002

BA Politics & Philosophy (Hons.), UCD Dublin, Belfield, Dublin 4
(Politics & Philosophy)

Further training

- Project Planning & Management *DTALK, Development Studies Centre, Kimmage* 2007
- Lobbying Skills *Comhlámh, Dublin* 2007
- French language training *CAVILAM, Vichy, France* 2009
- Gender Mainstreaming *Embassy of Ireland, Lesotho* 2009
- Policy Development and the Policy Cycle *Lesotho Institute of Public Administration & Management* 2010
- Social Networking Communications Strategy *Social Networking Ireland* 2011

LANGUAGES

- English Fluent (Mother tongue)
- French CEFR Level B1 Intermediate

COMPUTERS

- Microsoft Word, Excel, Powerpoint, Project
- Microsoft Windows
- Adobe Photoshop, Illustrator, InDesign, Dreamweaver, Acrobat
- Website programming (HTML, CSS) and maintenance

INTERESTS

- Current affairs
- Photography
Self-initiated book project chosen as 'Staff Pick' on Blurb.com; photographs published in Irish Aid Annual Report 2009
- Graphic design
Focus magazine shortlisted for MAMA Award 2006
- Music
Accomplished solo guitarist; released two records on independent Irish label

REFERENCES AVAILABLE ON REQUEST