

# Tim Schaffter

## *AREAS OF EFFECTIVENESS*

- Team building and group dynamics
- Human relations training
- Advocacy, partnership, networking
- Programme development, management, and co-ordination
- Nutrition, Health and Education / ECE
- HIV/AIDS programming (prevention, care, and support)
- Communication for Development: Behaviour Change Communication

## *PROFESSIONAL EXPERIENCE*

### **UNICEF REPRESENTATIVE: DPR Korea (North Korea),** 2014 – 2016

Responsible for all aspects of UNICEF assistance and for representation to the Government of DPR Korea, with programs in: Health, Nutrition, Water and Sanitations, and Education. Supported UNICEF's mandate to promote child rights; *16 staff international; 35 seconded national personnel; Five-year Country Programme Budget: US 130 million*

### **UNICEF REPRESENTATIVE: Laos,** June 2010 – April 2014

Responsible for all aspects of UNICEF assistance to the Government of Laos (Lao PDR), with programs in: Health & Nutrition, HIV/AIDS, Water and Sanitation, Child Protection, Education, Social Policy and Communication. *72 staff. Five-year Country Programme Budget: US 59 million*

### **UNICEF REPRESENTATIVE: Kyrgyzstan,** April 2006 – June 2010

Responsible for all aspects of UNICEF assistance and for representation to the Government of Kyrgyzstan, with programs in: Health and Nutrition, HIV/AIDS, Education, and Early Childhood Development, Child Protection, Social Policy, and Communication; *26 staff members; Five-year Country Programme Budget: US 11 million*

### **UNICEF STATE REPRESENTATIVE: Tamil Nadu & Kerala, India,** March 2002 – April 2006

Responsible for UNICEF assistance to the state Governments of Tamil Nadu and Kerala (population: 93 million), including representation with programs in: Planning, and Monitoring and Evaluation, Social Policy, Health, Child Development and Nutrition, HIV/AIDS, Water and Sanitation, and Education programmes; and tsunami emergency response.

### **UNICEF DEPUTY REPRESENTATIVE: Romania,** September 1999 - March 2002

Coordinated the Child Protection, Health & Nutrition, HIV/AIDS, and Family Education programs; Regional Training for UNICEF's Management Excellence Programme.

### **UNICEF CHIEF OF HEALTH:** UNICEF Romania, June 1996 - September 1999

Responsible for UNICEF health and nutrition programme: Oversaw all sectoral activities: programme development/proposal writing, project planning, co-ordination and financial management; lead Country Office's entry into HIV/AIDS programming; developed UNICEF's HIV/AIDS strategy; based on UNICEF Romania's success in HIV programming, CIDA extended support to 7 other countries in the region.

### **UNICEF COMMUNICATION OFFICER (COMMUNICATION FOR DEVELOPMENT):**

UNICEF Vietnam, August 1994 - June 1996 Responsibilities: Programme Communication – Health, HIV/AIDS, and Children Protection; trained government staff on the integration of health behavior change components in Gender and Development, and Ethnic Minorities Projects; wrote training manual on "Communication for Behavior Change".

**ASSISTANT COUNTRY DIRECTOR:** CARE International Vietnam, Feb. 1993 - Aug. 1994 Responsible for coordination of health section, programme development & human resource management; designed and managed a behaviour change and institutional capacity building project in malaria prevention for ten ethnic minority groups.

**UN TRAINING OFFICER:** United Nations Transitional Authority Cambodia. Oct. 1992 - Feb. 1993 United Nations Transitional Authority in Cambodia, Personnel Section (UNTAC), Phnom Penh, Cambodia  
Responsibilities: Acted as an internal resource on training for all UNTAC Sections: conducted training of trainer's workshop, organized in-service training; developed recruitment and management guidelines for 50,000 local staff employed during the Cambodian election.

**UN MANAGEMENT INFORMATION SYSTEM (MIS) COORDINATOR:** United National Border Relief Operations (UNBRO), Aranyaprathet, Thailand, May 1992- Oct. 1992 Coordinated the MIS for the Cambodian Repatriation Programme: supervised MIS team (14 staff); developed guidelines for repatriation procedures and monitored their implementation; recruited staff to work with UNTAC in Cambodia.

**UN NUTRITION / HEALTH TRAINING COORDINATOR:** United National Border Relief Operations (UNBRO), Aranyaprathet, Thailand, 1989 - May 1992  
Coordinated all health education and nutrition programs activities, and standardized all health training assessments in eleven UN supported refugee encampments on the Thai-Cambodian border.

**ASSISTANT PROGRAM ADMINISTRATOR/TECHNICAL ADVISOR:**  
CARE International in Thailand, Cambodian Refugee Program, Aranyaprathet, Thailand. 1985 -1989  
Assisted with the overall management of the programme; provided technical support in areas of public health/nutrition education and evaluation, general program administration, personnel management, planning, and human resource development.

**TEAM LEADER/CASE WORKER:** Joint Voluntary Agency, Thailand, 1984 - 1985  
Coordinated and conducted field work; supervised 7 staff; prepared refugee cases for resettlement to the USA

**ASSISTANT TO DIRECTOR:** Population and Community Development Association, Bangkok, Thailand 1982-1984 (Director - Mr. Mechai Viravaidya).  
Researched and wrote project proposals for community health and rural development projects.

## ***EDUCATION***

**Master of Education,** August 2001  
College of New Jersey, USA - summer & correspondence (Primary Ed & Early Childhood Development)

**Master of Public Health,** May 1982  
Tulane University, New Orleans, USA (Inter Health: Planning/Evaluation, Health Education/Communication)

**Bachelor of Commerce** May 1979  
Queens University, Kingston, Ontario, Canada (Business Administration and Financial Management)

### ***ADDITIONAL TRAINING / PROFESSIONAL DEVELOPMENT***

**Harvard University Dynamic Leadership Course (DLC3 level)**, October 2013  
Harvard (UNICEF) course for Senior Leaders; completed 4 applied Action Learning Projects

**MADC Programme - Management Assessment and Development Centre**, Feb 2009  
Assessment and Personal Development Plan (Average score on 8 competences: 2.63 of 3)

**Regional Seminar on the European Union**, October 2009  
European Institute of Public Administration (EIPA), Maastricht, the Netherlands

**UN Reform Resource Person Workshop**, May 2004  
United Nations Staff Service College, Turin, Italy (facilitate UNDAF Strategy in Indonesia)

**Monitoring and Evaluation Training of Trainers**, November 1999, UNICEF New York

**Myers-Briggs Type Indicator Certifying Course**, August 1998  
Victoria, BC Canada, Certified MBTI facilitator

**UNICEF Management Excellence Programme (MEP) Facilitator's Training**, August 1996  
Trained resource trainer for the UNICEF MEP workshop

**Stephen Covey Time Management Seminar "First Things First"**, August 1995  
Course given in Vancouver, Canada

**Human Relations and Public Speaking Course**, June 1992  
Dale Carnegie and Associates, Bangkok, Thailand. Assisted course as a Graduate Participant

**Management Seminar Programme**, February – October 1992  
Dale Carnegie and Associates, Bangkok, Thailand. Completed training to be a course instructor.

### ***TRAINING MODULES DEVELOPED***

- |                            |   |
|----------------------------|---|
| o Situational Leadership   | o Organizing and Conducting Effective Meetings  |
| o Motivation               | o Problem- Solving Approach to Health Education |
| o Time Management          | o Pre-testing Mass Communications               |
| o Effective Delegation     | o Performance Appraisal                         |
| o Creative Problem Solving | o Positive Confrontation                        |

### ***LANGUAGES***

English - native language. Thai - advanced level

### ***PERSONAL DATA***

Citizenship: Canadian and Irish  
Marital Status: Married with two children