

CURRICULUM VITAE

Proposed role in the project:

1. **Family name:** LITTLE
2. **First names:** Anthony Peter
3. **Date of birth:** 11 November 1954
4. **Nationality:** British (Scottish)
5. **Civil status:** Married
6. **Education:**

Institution	HUDDERSFIELD UNIVERSITY, UK
Date: from (month/year) to (month/year)	SEP/1997 TO JUL/1999 (Part time)
Degree(s) or Diploma(s) obtained:	CERTIFICATE IN EDUCATION

Institution	WARWICK UNIVERSITY, UK
Date: from (month/year) to (month/year)	JAN/1992 TO 1999 (Distance Learning)
Degree(s) or Diploma(s) obtained:	POST GRADUATE DIPLOMA IN BUSINESS ADMINISTRATION

Institution	ST MARY'S GRAMMAR SCHOOL, Darlington, UK
Date: from (month/year): to (month/year)	SEPT 1966 – JULY 1972
Degree(s) or Diploma(s) Obtained:	3 'A' LEVELS 9 'O' LEVELS

7. **Language skills:** Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Language	Reading	Speaking	Writing
English (mother tongue)	1	1	1

8. **Membership of professional bodies:**

Centre for Public Reform, Univ. Innsbruck (Board Member)

9. **Other skills:** (e.g. Computer literacy, etc.)

Computer literate – Microsoft Office Suite, Lotus Office Suite, DTP packages.
Confident Public Speaker.

10. **Present position:** Freelance Consultant / Trainer / Facilitator

11. **Years within the firm:** 10

12. **Key qualifications:** (Relevant to the project)

Fully qualified Facilitator and Trainer, who has studied a Post-Graduate Business Administration programme with WARWICK University, UK and a Certificate in Education with Huddersfield University, UK. I have been responsible for **developing and delivering** a wide range of **training and developmental** programmes for a diverse client base, including individual organisations, local and national governmental organisations and agencies, and multi-partner teams. Government Clients include National and Local Government of many countries, and in the UK the Lord Chancellor's Office – Court Division.

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I have developed and delivered training and workshops in Management Development, Organisational Development, Project Cycle Management, Goal Oriented Project Planning, Facilitation and Problem Identification for many organisations and individuals.

I have moderated GOPP, LFA, and PCM workshops throughout the world, primarily in Western and Central Europe (including the accession states of the European Union), but also including Africa and the CIS. I have supported projects facing difficulties and problems in the realignment of work programmes and activities on behalf of the European Commission and private organisations in the UK and Europe. I have participated as a short-term expert and Team Leader for various developmental and capacity building projects in Central/Eastern Europe and the Balkans. These missions have focused on Team Development, Management Development and general HR development programmes.

13. Recent Specific experience:

Country	Date from - Date to
MACEDONIA	JULY 2002 to date Various projects financed by EU, DfID, UNDP
BOSNIA & HERZEGOVINA	APRIL 2003 to JUNE 2004
CROATIA	JUNE 2004
ALBANIA	JULY 2003
NIGERIA	JULY to OCTOBER 2002
UK	FEBRUARY to MAY 2002
SWAZILAND	FEBRUARY 2002
MONTENEGRO	MARCH 2000 to NOVEMBER 2000 Various projects
SOUTH AFRICA	NOVEMBER 2000
SLOVENIA	MARCH 1998 to JULY 2000
GEORGIA, CIS	NOVEMBER 1998
TANZANIA	NOVEMBER 1998
SLOVAKIA	MARCH 1997 to JULY 1998
UK	DECEMBER 1996 to MARCH 2003
EUROPEAN COMMISSION	1997 to 2001 Various Facilitated planning workshops
POLAND	JULY 1996

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14. Professional experience

Date from - Date to	Location	Company	Position	Description
1997 to date	Europe	Little & van de Geer Ltd on behalf of E C and many other development agencies and private companies	PCM facilitator / consultant	Numerous GOPP / PCM moderated planning workshops for various programmes of the European Commission and other development agencies (e.g. SIDA, DANIDA, SENTER, DFID) for trans-national and trans-functional organisations. Topics and scope of activities included actual project definition and focus, financial aspects and criteria, material resource allocation and assessment of resource requirements. Training and project planning workshops have been undertaken throughout Western, Central and South Eastern Africa, former CIS and the Baltic regions

Specific Recent Experience: Balkans

August 2004 to date	Macedonia	VNG International /CPR/ Rambol/	Strategic / Training consultant	Team Leader – Training Component Training and capacity building project in Urban Planning units of local self-government institutions. Responsible for the design and development of training programme for 600 public officials. Knowledge mapping survey and TNA, management of 20 international experts in various fields of expertise, and 45 local personnel in training and surveying.
Sept 2003 to date	Macedonia	DfID - Department for International Development, UK	Strategic consultant	Short-term International expert in Team development and Human Resource training for EU project 'Technical Assistance to Public Reform of the Government of Macedonia'. Responsible for development of strategic training and developmental policy for Civil Service Agency . Continuous support to Management team of CSA – programme of training including Leadership skills, facilitation, and Management skills.
February 2005	Macedonia	PCM Group, Brussels	Trainer	PCM Training – Civil protection Unit, Macedonia. Three-day introduction to PCM and project development skills.
April 2003 to June 2004	Bosnia & Herzegovina	MDF, Netherlands	Facilitator	PCM Facilitator / trainer for programme of support to EC Delegation to BiH. Tasks included the training of 6 local facilitators and the coaching and mentoring of facilitators through a series of workshops and training events.
June 2004	Croatia		Trainer	Support to the development of a more efficient and modern Croatian Judiciary: Training of trainer programme for representatives from the Judiciary in Zagreb and Rijeka.

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Jun 2003 to October 2003	Macedonia	Thales / Ghelber, France	Team Leader – capacity building	Team Leader on short term project focusing on the capacity building of Government and related personnel in the Ministry of Economy . Focus on Legislative Drafting process, improved team cooperation, management skills, and planning.
Mar 2003 to Jun 2003	Macedonia	GOPA	Trainer / facilitator	Short-term expert developing training programme for senior managers and personnel in the Ministry of Environment and Physical Planning, Government of Macedonia. Focus of training on individual management and performance skills, and Team Building and development
Jul 2002 to Feb 2003	Macedonia	IAK Consulting, Germany / CPR	Team Leader – capacity building and organisational development	Component Leader – capacity building phase of programme of support and development of personnel of Sector for European Integration and related Ministries in capacity building, personal skills development, and functional skills development. SEI Team based development including full team analysis and assessment, Visioning, and capacity building.
Mar 2000 to Sept 2000	Montenegro	Danida	Capacity building consultant	Delivery of Team Development , Visioning and Strategic workshops to three NGO's dealing principally with IDP's and Refugees. DANIDA funded. PCM Project development training.
Mar 1998 to July 2000	SLOVENIA	FAA, Vienna	Team Leader / training coordinator	Leader for 3 of 4 components of a PHARE project Training and Personnel Development institution within the Government of Slovenia. Activities included the organisational structures and hierarchy, procurement of office equipment and training equipment, and support materials and literature.

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Country	Date: from (month/year) to (month/year)
SLOVAKIA	MARCH 1997 to JULY 1998 Training of SME staff in the use of GOPP type methods in project planning and control. Team development within 6 SME's in various sectors in the Slovak economy. PHARE funded programme.
GEORGIA, CIS	NOVEMBER 1998 Training of TACIS personnel in the use of, and assessment and appraisal of projects using LFA and PCM methodologies and techniques. Team building workshop and visioning.

BALTIC STATES

ESTONIA	SEPTEMBER 2001 Project development workshops to improve project design and deliverability under the responsibility of the Estonian department of Interior. Main focus of the workshops was in revising the original planning to meet funding programme requirements.
KALININGRAD	OCTOBER 2001 Workshops with UK based Regional Development organisation in collaboration with the Russian Federation, National, and Local Government.

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AFRICA

TANZANIA	NOVEMBER 1998 Planning workshop with Ministers, Officials, Managers and employees of the Tanzanian Revenue Authority, Dar es Salaam. Project planning and moderation. SIDA funded
SOUTH AFRICA	NOVEMBER 2000 Planning workshop with the Eastern Cape Provincial Authority. Full GOPP workshop developing strategies and outline plans for potential projects to develop and elaborate the effectiveness of the recently introduced Statutes on Tax Reform. SIDA funded
SWAZILAND	FEBRUARY 2002 Training of NGO personnel of seven African Countries in the use of PCM and LFA (Logical Framework Analysis) methods to assist in the design of project proposals and project implementation strategies.
NIGERIA	JULY 2002 to OCTOBER 2002 Training of six state facilitators in the use of LFA and PCM methods, and co-facilitation of 12 regional workshops focusing on poverty reduction and water and sanitation development. National Water & Sanitation workshop held to formulate the national policy and implementation of improved sanitation and water access.

EUROPEAN COMMISSION

EUROPEAN COMMISSION	SINCE 1997 to 2001 Numerous moderated planning workshops for various programmes of the European Commission for trans-national and trans-functional organisations.
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UNITED KINGDOM

UK TRAINING INSTITUTIONS	SINCE 1996 to 2002 Long term involvement in the planning, design and delivery of workshops and training events for local and national business support agencies in the UK including direct development within Local Authorities and Business Organisations.
SCOTTISH ENTERPRISE BORDERS	AUGUST 2002 to MARCH 2003 Ongoing capacity building programme with Government agency for regeneration and development in Scottish Border region. Programme of support includes training in PCM and LFA methods for project design and formulation, team development, and improved management skills and capacity.
LORD CHANCELLOR'S OFFICE	FEBRUARY 2002 to MAY 2002 Series of training of Court services personnel in Cultural Awareness and Diversity following findings of the Lawrence enquiry and Government guidelines.

Date: from (month/year) to (month/year)	JAN 1996 TO DATE
Location	UK and MACEDONIA
Company	LITTLE & VAN DE GEER LIMITED
Position	OWNER / MD
Description	Subject area – planning and strategy workshops, Training of Trainers, and Training programme development and delivery. Extensive use of

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	<p>LFA, GOPP and PCM workshop methodology.</p> <p>Undertaking all related training design, delivery and assessment for a wide range of diverse clients including the European Commission, TACIS, SIDA, Danida, and other Developmental and Support Agencies, UK companies and training institutions. Recent activities included above.</p> <p>Comprehensive reporting and collaboration with all parties involved in the development process.</p>
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Date: from (month/year) to (month/year)	SEPT 1993 DEC 1995
Location	UK
Company	TSB BANK PLC
Position	TRAINING MANAGER
Description	<p>DELIVERY OF TRAINING COURSES</p> <p>Undertaking all related training design and delivery for the national branch network of a major UK Bank. Focus of training in team development, presentation and counselling skills.</p> <p>Development of a Mentoring based programme of training for internal project managers, specifically focused on the appropriate use of Business Process Reengineering (BPR) mechanisms and procedures.</p>

Date: from (month/year) to (month/year)	OCT 1986 SEPT 1993
Location	UK
Company	TSB BANK PLC
Position	MANAGER (BRANCH)
Description	Staff development and mentoring on Personal Development Plans, business and marketing planning and delivery, development of appropriate business networks for commercial and private customers

Date: from (month/year) to (month/year)	MAY 1972 – MAY 1986
Location	VARIOUS
Company	BARCLAYS BANK PLC
Position	SENIOR CLERICAL STAFF
Description	Legal and corporate duties including the development and assistance with planning assessment and financial analysis.

15. Other relevant information (eg, Publications)

Training videos – “Interview skills”; “Managing a Public Meeting”;