



## EXPERIENCE

**Researcher and Assistant to the Chief Executive** Bianca Jagger Human Rights Foundation, London  
(Jan 2015 – Aug 2017)

I was introduced to the Bianca Jagger Human Rights Foundation as an assistant to provide research and administrative support. After demonstrating my competence and skill set, my responsibilities grew to managing the day-to-day operation of the organisation. Working closely with the Founder and Chief Executive my key accomplishments included:

- Researching and drafting reports and policy papers on topics including: Human Rights, Climate Change, Global Environmental Governance and Sustainable Development
- Developing speaking points for the Chief Executive for national and international events including UNFCCC, UNHRC, IUCN, UNEP and the House of Lords
- Compiling the annual report for the Board of Trustees, and the Charity Commission of England and Wales, organising the AGM
- Managing office administration including financial processing, preparing accounts and updating records for HMRC and the Charity Commission of England and Wales
- Organising logistics for fact-finding missions, conferences, campaigns, fundraising and events including the Arts for Human Rights Benefit Gala
- Preparing key proposals to acquire funding from the European Commission, Goldman Environmental Prize and ECOSOC
- Participating in high-level meetings and conferences including the IUCN World Conservation Congress, Honolulu, Hawai'i (09/2016) and UNFCCC COP22 (11/2016)
- Building and maintaining a network of key contacts in the private and public sectors, developing content for websites & social media channels including LinkedIn, Twitter and Google+

**Consultant** WiWy, London (Jan 2017 – ongoing)

Working with a creative digital agency in Central London I have a multi-disciplinary role which encompasses the following:

- Preparing contracts between the agency and prospective clients
- Ensuring that legal pages such as privacy policies are kept up to date on client websites
- Proofing content from a compliance perspective

**Project Manager** TEDxJyväskylä, Finland (Sep 2014 - Dec 2014)

A TEDx event is an independently organised conference where live TED-like talks and videos are recorded and shared on the global TED platform. My role involved coordinating the project cycle, managing external communications with TED and sponsor partners, overseeing the budget and organising marketing activities.

**Lead Researcher, UWCT Alumni Project** Untouched World Charitable Trust, Christchurch, New Zealand (Jan 2014 - Jun 2014)

The Untouched World Trust delivers ground breaking “Leadership for a Sustainable Future” programmes across New Zealand and is recognised by the UN for its social, cultural and environmental efforts. I led a 6-month project to review the organisation’s past achievements with view to scaling up its activities. This entailed:

- Designing and conducting a study to assess what impact exposure to sustainability education had on shaping the lives and career choices of 1,500 programme alumni up to a decade later
- Completing qualitative and statistical assessment processes
- Contributing to the impact assessment of a hydro-dam water management programme on-location in Twizel, New Zealand

**Administrator** Nov 2013 - Jul 2014

East Melbourne Dental Group, Melbourne, Australia

- Coordinating client interface activities, and managed diary data entry, reporting & financial processing; and liaison with patients, dental team, and business partners
- Leading review analysis on the implementation of industry best practice guidelines

## EDUCATION

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**Master of Laws (LLM) Global Environment and Climate Change Law**

University of Edinburgh 2012-2013

Dissertation: Access to Justice under the UNECE Aarhus Convention

**Bachelor of Laws (LLB, 1st Class)**

University of Stirling 2008-2012

Dissertation: International Trademark Law & Comparative Advertising

**International Baccalaureate Diploma**

Jyväskylä Lyseon Lukio, Finland 2005-2008

## **HONORARY**

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**Edinburgh Law School** 2012, Tercentenary Award for Excellence

**Stirling Law School** 2012, Douglas V. Vick Award for Best LLB Graduate

**Trinity College Dublin** 2013, Invited Panelist, Intellectual Property Law, Annual Law Student Colloquium

## **LANGUAGES AND DIGITAL LITERACY**

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English (fluent), Finnish (fluent), Swedish (intermediary), French (intermediary), Spanish (basic)

Excellent knowledge of Windows and Mac operating systems, MS Office Suite, WordPress, legal databases LexisNexis & Westlaw, HMRC online, Charity Commission of England & Wales

**References available upon request**