



Michael Thompson

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Career Goal

To secure a management position in a solid international development and/or humanitarian relief organization aimed at improving livelihoods, promoting better health, increasing opportunities and improving the overall quality of life of people living in developing and/or war-torn nations.

Experience

Project Management & Administration
15 years experience

International Development
Five years overseas experience

NGO/Non-Profit Management
15 years experience

Budget Development & Management
15 years experience

HIV/AIDS Project Management
Eight years experience

Government Grants Management
15 years experience

Government Grants Administration
10 years experience

Government Grants Writing
10 years experience

Project monitoring review & evaluation
16 years experience

Culturally Diverse Environments
18 years experience

Qualitative Research
Five years experience

Employment History - NGO/Non-Profit

Director of International Operations

Global Volunteers, St. Paul, MN

August, 2005 - present

Management team position responsible for effective operations, successful outcomes and budgetary goals for 30 service programs in 17 countries sending more than 1,700 volunteers per year. Ensure integrity of Global Volunteers' philosophy of service. Develop and implement safety and security protocols. Ensure service project sustainability.

Programme Director

Drikung Kagyu Institute, Dehra Dun, India

April, 1998 – March, 2003

Directed all facets of \$2.5 million development project to construct and start-up Songtsen Library, an international research library and campus. Specifically directed design, specifications, contractor selection and supervision, construction management, quality control, fundraising and donor relations, billing, bookkeeping and administrative start-up.

Program & Management Consultant

Independent Consultant, San Francisco, CA

May, 1993 – December, 1996

Developed targeted, culturally competent HIV/AIDS prevention and direct service programs for national and small, ethnically focused NGOs, wrote successful funding proposals for these programs and helped organizations manage government funding contracts. All of these programs were integral components of what became known as "The San Francisco Model" of HIV prevention and services. Also provided consultation on project management, budgeting and administrative systems for government funding, developed evaluation instruments, and developed and implemented strategic plans.

Executive Director, Interim

Community United Against Violence, SF, CA

May, 1992 – May, 1993

Hired on 12-month contract to salvage failed community-based organization. Re-established relationships with government, foundation and individual donors, re-established credibility of agency with target community and increased annual revenue by 25%. Used advertising, the press and media and community events to restore public confidence in the organization. Reorganized management structures to generate a more effective and collaborative work environment; established efficient administrative, fiscal, programmatic and reporting systems; and honed the agency to focus on its core mission.

Education

M.A. – Clinical Psychology

Professional School of Psychology,
1995.

Coursework: Leadership & Organizational Development

University of Minnesota, Minneapolis,
1986-87

B.A. – English Literature

University of Wisconsin, Madison,
1985

Strengths

A *seasoned manager* respected for consistency, productivity, flexibility and team-building.

An *intuitive planner* able to think, organize and act strategically on time and in budget.

A *persuasive communicator* with fifteen years successful written communications and ability to concisely present complex ideas to diverse audiences.

A *reflective leader* with strategic follow-through who takes full accountability and responsibility.

Skills

Substantial people and program management experience.

Solid experience in grants management, including budgeting and donor reporting.

Ethical approach to working in a developing country.

Ability to produce successful project proposals and high quality reports.

Excellent interpersonal skills with ability to communicate effectively at all levels.

Flexibility and ability to adapt and work within local contexts and with regard to local sensitivities.

Ability to work within and for a team

Ability to work independently and with limited support.

Computer literacy and proficiency.

Deputy Director & Co-Founder

AIDS Indigent Direct Services, San Francisco, CA April, 1989 – May, 1992

Co-founded organization meeting the needs of HIV-debilitated, chronic substance users living in inner-city residence hotels and on the streets. Programs developed were U.S. Conference of Mayors demonstration project and precursors to harm-reduction strategies later adopted widely. Raised \$500,000 in first eighteen months of operation and raised \$700,000 for annual operating budget after 1991.

Program Coordinator

East Bay Conservation Corps, Oakland, CA June, 1987 – December, 1988

Supervised crews of youth engaged in community service in various venues such as regional parks and other government agencies. Developed growth and leadership opportunities within the organization, designed and wrote training curriculum, facilitated conflict resolution, trained supervisors in mentoring and leadership skills, assisted youth with setting and achieving educational goals, and planned and implemented special events.

Employment History - Private Sector

Project Manager

ARC/Pomeroy, Inc., Mpls, MN November, 2004 - August, 2005

Helped project manage logistics for national rollout of gift registry kiosks to 800 Target stores throughout the U.S. Managed helpdesk operations during rollout. Served as technical field engineer for Northwest Airlines.

Director of Marketing & Strategy

Subset, Inc, San Francisco, CA April, 2003 – November 2003

Assessed client markets and positioning in those markets in order to devise effective communications, marketing, advertising and messaging strategies to increase awareness and market penetration. Identified new business target markets and leveraged strategy and campaigns to pursue these markets.

Project Manager, Marketing

Concentric Network Corporation, SJ, CA December, 1996 – March, 1998

Identified target markets and sales channels and developed and implemented marketing strategies for new enterprise product line. Successful campaigns resulted in a 9:1 return on investment, 50% below target cost-of-acquisition and \$20 million in contract lifetime sales.

Awards & Recognition

2003 - Special Recognition - H.H. the Dalai Lama

1993 - Citation of Merit & Recognition, San Francisco Board of Supervisors

1980 - YMCA "Model Youth Citizen"

References

Available upon request