



The Development Alchemists Ltd

Curriculum Vitae – Kirsty Ramsbottom



- Surname: Ramsbottom
- Name: Kirsty Jane
- Date of birth: 09/03/1967
- Nationality: British

Education:

Institution	University of Northumbria
Date: from (month/year) to (month/year)	Sept 1991 – June 1993
Name of qualification	Post graduate diploma in Teaching English as a foreign Language (TEFL)
Institution	University of Newcastle upon Tyne
Date: from (month/year): to (month/year)	09/1986 – 06/1990
Degree(s) or Diploma(s)	BA (Hons) English Language and Literature

Language skills:

(Marked 1 (lowest) to 5 (highest) for competence)

Language	Passive (Reading)	Spoken	Written
English	5	5	5
Italian	5	5	4
French	2	2	2

Membership of professional bodies: member Chartered Institute of Personnel and Development (CIPD)

Other skills: Project Management skills, trained facilitator and trainer, conference organiser and facilitator. Skills in writing and producing course manuals and designing and delivering training events to specification. Organised and delivered workshops and seminars.

Present position: Lead Trainer and facilitator

Years within the company: 3 years

Key qualifications (relevant): Post graduate Diploma in TEFL

Training, Facilitation and Professional Coaching

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Specific experience in Training and Facilitation

Country	Date:	Name and brief description of the project
UK Birmingham CC	2010	The Birmingham Way, culture change, and performance management training for middle managers.
European Training Foundation	\2010	Facilitation and co-writing the participant's handbook for the European Youth Parliament.
Ashorne Hill	2008 – 2009	Team building for Trainers for the UK Steel Industry.
European Union	June 2005 – June 2006	Capacity building for gender bureau and training for gender desk officers.
University of Turin, Dept of Micro biology	2004 – on-going	Consultancy and conference preparation and report writing
Kosovo MLSW/ILO	March – May 2004	Training and facilitating development of Occupational Classification working group in Kosovo (OEK – chamber of commerce) statistics office, MLSW, MEST)
Italy , University of Turin, Veterinary School	2003	Training preparation of European project on swine reporting for European Union.
UK Police Service	2002-2004	Working with Police Service in transition – Reviewing Human rights and anti-oppressive practice.
Spain, Barcelona	1999	Organisation of conference to compare European approaches to language and literature in Education.
British Council Director of Studies	1999	Responsible for a ten trainers and ensuring programmes were written and delivered to established quality standards.
Caffarel	1998	Project manager and lead trainer for European communication and business skills.
Lavazza Coffee	1997	Facilitating and training of Staff and Senior Managers for Lavazza
British Council	1997 - 1999	Trainer and facilitator for British Council. Taking lead responsibility for teacher training programme.
Italian Government	1996 - 1997	Training of Italian Police (Vigili Urbani) and Fire fighters for European Project.
Customs and Excise	1994	Designed and delivered Training for the Italian Government Customs and Excise staff – European Project.
ILVA Steel (Italy)	1992 - 1993	Training Executives and Senior Managers
Genova, Italy	1992 - 1993	Training and skills development for Italian state school teachers of English.
UK	1990	Teaching English to Bangladeshi Women's Groups

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Professional Experience Record:

Date: from (month/year) to (month/year)	September 2009 - present
Location	Turin Italy/UK
Company	The Development Alchemists Ltd.
Position	Lead Facilitator and Trainer
Description	Training and Organisational Development consultancy working in a range of UN and EU projects and within the public, private and civil society.
Date: from (month/year) to (month/year)	June 2000 - Sept 2009
Location	Turin Italy
Company	KJR management Consultants
Position	Director
Description	Running my own small training and consulting company.
Date: from (month/year) to (month/year)	Sept 1997 – Sept 2000
Location	Turin, Italy
Company	British Council
Position	Director of Studies
Description	Director of Studies responsible for ten staff and the operational management of the learning centre.
Date: from (month/year) to (month/year)	July 1986 to February 1993
Location	Genova Italy
Company	Freelance Trainer and Facilitator
Position	
Description	Providing training, facilitation and consultancy to a wide range of businesses.