

MELANIE ANNE CREMONA

melaniecremona@live.com | [LinkedIn Profile](#) | www.melaniecremona.com | Lebanese, Greek

Senior Project Manager at BBC Media Action, Oxford Graduate in Public Policy and Former United Nations Consultant with 9 years of professional experience in the social and charity sectors. Schmidt Futures, Chatham House and Saïd Foundation Fellow. Fields of diplomacy, international development, humanitarian assistance, capacity-building and media development. Fluent in French, English and Arabic.

Education

University of Oxford <i>Master's in Public Policy – Blavatnik School of Government</i> <ul style="list-style-type: none">Oxford & Saïd Foundation Scholar (Full Scholarship)	Oxford, UK Sep 2019 - Oct 2020
Fordham University <i>Graduate Diploma in Humanitarian Assistance – Distinction</i> <ul style="list-style-type: none">Fordham University Scholar (Full Scholarship)	Geneva, CHE Feb 2015
University of Copenhagen <i>Bachelor's in Sociology – Exchange Year</i>	Copenhagen, DNK Aug 2013 - May 2014
University of Paris 7 – Paris Diderot <i>Bachelor's in Sociology – Distinction: "Mention Bien" (Top 5%)</i>	Paris, FRA Sep 2011 - Jul 2013

Work Experience

BBC Media Action <i>Senior Project Manager</i> <ul style="list-style-type: none">Leading the design and implementation of a £3M high-profile capacity-building project for journalists based in six countries worldwideLiaising with donors, supervising programmes and project managers, and monitoring finances and grants	London, UK Jan 2025 - to date
<i>Project Manager</i> <ul style="list-style-type: none">Leading the design, implementation, and coordination of the largest, £7M, capacity-building project of the organisation for high-profile journalists based in four countries in Eastern EuropeLiaising with in-country partners to coordinate activities, supervise programmes, and support media outlets with the production of their programmes, and monitoring finances and grants	Jun 2023 - Dec 2024
University of Oxford <i>Freelance Project Manager</i> <ul style="list-style-type: none">Supported the university with the implementation of a joint UNESCO-Oxford higher-education programmeSupported the Blavatnik School of Government with their outreach strategy for their new executive programme	Feb - Jun 2023
United Nations, International Telecommunication Union (ITU) <i>Freelance Project Manager</i> <ul style="list-style-type: none">Led the design and development of a gender equality project for women delegates attending ITU's highest policy-making body affecting the development of information and communication technologies worldwide	Apr 2022 - Jan 2023
Thomson Reuters Foundation <i>Project Coordinator: Media Development & Editorial Teams</i> <ul style="list-style-type: none">Led capacity-building projects for high-profile donors including Gates Foundation, European Bank for Reconstruction and Development among others, journalists, and media platforms in several countriesLiaised with in-country partners to coordinate activities, supervised training programmes for journalists on topics related to human rights and marginalised communities, and monitored finances	Oct 2020 - Mar 2022
United Nations Educational, Scientific and Cultural Organization (UNESCO) <i>Oxford Graduate Researcher, Summer Project (Conducted remotely from Oxford)</i> <ul style="list-style-type: none">Researched, analysed, and compiled data for the implementation of capacity-building projects for higher education institutions in six countries in Africa with a focus on gender inclusivity	Paris, FRA Jul - Sep 2020
United Nations Institute for Training and Research (UNITAR) <i>Project Manager: Division for Multilateral Diplomacy</i> <i>Focal point: UN Assistant Secretary-General's Gender Policy Group & Innovation Task Force</i>	Geneva, CHE Sep 2015 - Jul 2019

Designed, implemented, and managed high-profile capacity-building projects and strategic partnerships with/for governments, high-level executives and high-profile stakeholders including deputy foreign ministers, ambassadors, UN directors and the World Bank Group

- Created masters' in governance with the University of Geneva, MGIMO, ESA Business School and Brandeis University
- Designed modules (UN system, peace & security, 2030 Agenda), liaised with students and experts, and placed students in international organisations as part of summer projects
- Designed and organised conferences: "The Geneva Lecture Series" with Nobel Peace Prize Laureate 2015, President of Microsoft, and Deputy High Commissioner for Human Rights (2,000 participants) and "Why are the SDGs relevant to the private sector?" (100 participants), managed budgets and communication with donors
- Led the Women's Leadership Programme with UN Women, implemented leadership training (public-speaking, negotiations, etc.) for female policy makers in Switzerland, Sweden, Tunisia, and Algeria (400 beneficiaries)
- Supervised three interns per year

The Safety and Security Committee for Lebanon – Risk Management Training Platform for NGOs

Beirut, LBN

Project Officer

Apr - Aug 2015

- Led projects for Donors/Grant Holders: FCDO, ECHO, Oxfam GB, and CARE International by providing timely reporting and negotiating spending activities; ensured accounting records and internal control systems were maintained in accordance with policies/procedures
- Managed the cash flow of the platform by planning monthly inflows/outflows of a \$1M budget

United Nations World Food Programme (WFP)

Amman, JOR

Intern: Syria Regional Emergency Coordinator Office – Operational Information Management Unit

Aug 2014 - Jan 2015

- Made frequent field visits to refugee camps to understand dynamics between office and field work
- Provided weekly analysis on regional situation and aid policy developments for Senior Management and Head Quarters by monitoring daily media of Syria, Jordan, Lebanon, Turkey, and Iraq

PEM Consult – International development consultancy

Copenhagen, DNK

Intern

Jan - May 2014

- Drafted tender bidding reports for the Ministry of Foreign Affairs of Denmark (DANIDA)

Fellowships

Schmidt Futures

London, UK

International Strategy Forum Fellow, 2024

Jan 2024 - to date

Chatham House, Queen Elizabeth II Academy for Leadership in International Affairs

Oct 2023 - to date

Leadership Masterclass Participant, Asfari Foundation Scholar (Full Scholarship)

Talks and Publications

The Tahrir Institute for Middle East Policy (TIMEP)

Apr 2023

Moderator – Online talk on Lebanon's Economic Future

'Ma3kon' NGO

Nov 2021

Panellist – Online talk on period poverty in Lebanon

Arab News

Nov 2021

Writer – Op-ed article published on the front page of Arab News

Al Arabiy TV

Jun 2021

Speaker – Talk on public responses to COVID-19 and vaccine inequity (Time: 42:39)

King's College London Pro Bono society

Feb 2021

Panellist – Online talk on the socio-political situation in Lebanon after the Beirut blast

Voluntary Work

Oxford Rhodes Trust Forum on Syria, Jordan, Lebanon, and Palestine

Oxford, UK

Organising Committee: Organised a high-profile conference with prominent experts from the region

Nov 2021 - May 2022

United Diaspora Lebanon

Jan 2021

Member: Led initiatives and talks to lobby for government reforms and raise awareness about social issues in Lebanon

'Oxford Lebanese Society' & 'Women in Public Policy Society'

Dec 2019 - June 2020

Founding Member: Organised workshops and talks on gender issues

Spoke on podcasts and wrote blog articles to raise awareness about the socio-political situation in Lebanon

Volunteered for a curricula review initiative aimed at ensuring a more pluralistic curriculum

Lean In – Circle Hub empowering women, named largest Circle in Europe by *Lean In* in 2017
Founding Member: Co-hosted monthly sessions, enabling mentoring, skills-coaching, and networking

Geneva, CHE
Sep 2015 - Dec 2018

Skills and Interests

IT Skills: Great command of Word, Excel, PowerPoint, Thomson Reuters Eikon, Adobe, Salesforce, Alchemer

Interests: Reading, writing, swimming, horse riding, dancing, travelling. 10 years' of experience in theatre, screen acting and improvisation