

ZEYNEP M. TURKMEN / CV**PERSONAL INFORMATION**

Name: Zeynep M. TURKMEN	Nationality: Turkish
Date of Birth: 02.12.1957	Sex: Female



ZEYNEP TURKMEN -2007

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BACKGROUND AND EXPERIENCES**A) EDUCATION**

Name of School and Location	Major Subjects	Start - Complete Date	Type of Degree
Gazi University, Ankara, Turkey	<i>Department of Administration Science / Public-State Administration</i>	1979 – 1981	Master (MA)
Hacettepe University, Ankara, Turkey	<i>Department of Social Work</i>	1974 – 1978	Bachelor (BA)
Community Stress Prevention Center - Israel (including field supervision)	Trauma and Recovery	1999-2000	Instructor Level 2,

B) CERTIFICATES

Name	Venue	Date
Bournemouth University, Disaster Management Program-2	Ankara, Turkey	2005
Bournemouth University, Disaster Management Program-1	U.K Bournemouth	2004
Bournemouth University, Bournemouth, UK Training of Trainers Program	U.K Bournemouth	2003
Bosporus University _KOERI, Structural Awareness for Seismic Safety Training Instructor	Istanbul	2003
Bosporus University _KOERI, Non Structural Mitigation Awareness Training Instructor	Istanbul	2003
Bosporus University _KOERI, Community Disaster Response Team Master Instructor (CERT), US L.A. Fire Dep.	Istanbul	2002
Bosporus University _KOERI, Basic Disaster Awareness Master Instructor	Istanbul	2001
Trauma and Recovery Instructor Level 2, Community Stress Prevention Center - Israel (including field supervision for 18 months.)	Istanbul	1999 -2000
Effective Communication Skills Instructor ,YORET (including field supervision for one year.)	Istanbul	1995 -1996

C) PUBLICATIONS

- 1 Petal, Marla; Turkmen, Zeynep (2005). ABCD Basic Disaster Awareness Distance Learning Training Manual. www.ahep.org
B.U Kandilli Observatory & Earthquake Research Institute, İstanbul.
- 2 Turkmen, Zeynep; Petal, Marla (2005). Disaster Preparedness Management Manual for Turkish Schools. B.U Kandilli Observatory & Earthquake Research Institute, İstanbul. Adapted by, USA, California Bay Office
- 3 Turkmen, Zeynep; Alonson Lisa (2003). Psychological First Aid Program. Community Disaster Volunteer Program. Section:4 Based on Israel, Community Stress Prevention Center/ CSPC
- 4 Petal, Marla; Turkmen, Zeynep (2001). ABCD Basic Disaster Awareness Training Manual. B.U Kandilli Observatory & Earthquake Research Institute, İstanbul.
- 5 Turkmen, Zeynep; İlik, Dr. Bülent (1994). Children Working in the Street. International Labor Office (ILO)/International Program on the Elimination of Child Labor (IPEC). Publishing house. Ankara, Turkey.
- 6 Turkmen, Zeynep; İlik, Dr. Bülent (1994). From Street to Master. International Labor Office (ILO)/International Program on the Elimination of Child Labor (IPEC). Publishing house. Ankara, Turkey.
- 7 Turkmen, Zeynep (1983). Drugs.
T.C. General Directorate for Social Services & Child Protection. No:1 Ankara Turkey, 1983
- 8 Turkmen, Zeynep (2003) The War Anxiety.(Article)

LECTURES (Some of them)

- 1 *Disaster Volunteer Systems in Turkey.* Turkish Red Crescent. Conference of Psycho-Social Supports in Disasters. Duzce , Turkey.(2006).
Disaster Volunteer System in National Disaster Management Plan. Turkish Prime Ministry, Turkish Emergency Management. National Congress of Disaster Management Plan Preparedness. Ankara, Turkey.(2005).
- 2 Basic Disaster Awareness Training. GeoHazards International, Bogaziçi University, U.S. Agency for International Development. Introduction To Urban Community-Based Disaster Mitigation Instructor Training. July 25th - August 4th, 2005. İstanbul, Turkey
- 3 *Total Quality Management for Community Base Health Service Projects.* Baskent University International Congress of Total Quality Management and Measure of Performance for Health Services. 1- 2 November. Ankara, Turkey.

D) EMPLOYMENT HISTORY

Employer's Name & Address	Position & Responsibilities	Duration (from/to)	Reason of Leaving
* Governorship of İstanbul İstanbul Seismic Risk Mitigation and Emergency Preparedness Project. (ISMEP) * Employer: Gokhan Elgin (Project Director) kgelgin@ipkb.gov.tr	* Social Consultant (PART TIME)	2007- going on	
* Governorship of İstanbul İstanbul Seismic Risk Mitigation and Emergency Preparedness Project. (ISMEP) * Employer: Gokhan Elgin (Project Director) kgelgin@ipkb.gov.tr	* Social Consultant * Contribute to timely and effective project implementation from a social point of view; provide social data for monitoring and evaluation purposes. * Ensure adequate social assessment throughout the project duration and monitor project implementation and its social impacts, * Ensuring proper application of World Bank social safeguard policies as well as social policies and regulations of Turkish Government.	2007- 2006	Preference of personal carrier: Work for free lance consultant.

	<ul style="list-style-type: none"> * Track the progress of project's activities from the social perspective. * Prepare terms of references, bills of quantities, technical specifications, bidding documents, requests for proposals and draft contracts as the project activities necessitates, * Participate in the selection process for the relevant consultants for social issues as foreseen during the course of the project. * Check and revise when necessary the reports, or any such output of the consultants, * Cooperate and coordinate with the related governmental institutions as instructed by the IPCU Director. * Develop social indicators for monitoring and evaluation purposes. 		
<p>The Bosphorus University Kandilli Observatory & Earthquake Research Institute (BU KOERI) &USAID Turkey Ministry of Education the Basic Disaster Awareness Education by Distance Learning in Turkey Schools</p> <p>Employer: Prof.Dr.Gulay Barbarosoglu /Institute Past Director / barbaros@boun.edu.tr Dr.Marla Petal/ Administrative Consultant/ mpetal@imagins.com</p>	<p>Project Director</p> <ul style="list-style-type: none"> * Represent BU KOERI and the project with the public, government officials and other organizations * Prepare, revise and implement a project work plan, and a monitoring and evaluation plan * Control cost within the approved budget (Administer budget of around \$350.000) <p>Identify stakeholders and nurture relationships with organizations and partners in the area served by the project with the objective of motivating and empowering long-term commitments to public education and disaster mitigation.</p> <ul style="list-style-type: none"> * Supervise AHEP project employees assigned to the project, and contract employees * Negotiate agreements, contracts, and relationships affecting project implementation * Manage contracts with individuals and organizational partners * Ensure quality and timely work products * Support project partners in fulfilling terms of agreements <p>Prepare monthly project status reports for AHEP Director and Advisory Committee</p> <p>Prepare monthly and/or quarterly progress report for Project funding organization USAID as required.</p> <ul style="list-style-type: none"> * Organize and maintain project resource documents (including distance learning curriculum and instructor's resources). * Participate in other AHEP projects in a support or back up role. * Develop proposals for new projects. 	<p>2004 - 2006</p>	<p>* Project was ended.</p>
<p>The Bosphorus University Kandilli Observatory & Earthquake Research Institute (BU KOERI) &USAID The Earthquake Preparedness Project</p> <p>Employer: Dr.Marla Petal/ Project Director/ mpetal@imagins.com</p>	<p>Program Coordinator & Master Trainer</p> <ul style="list-style-type: none"> * Works with BU KOERI staff and its partners, and with government agencies, NGOs and other stakeholders in the field. * Conceive of projects, write proposals, and draft work plans, monitor and evaluate program. * Assisted to the Project Director. * Prepared the Basic Disaster Awareness (BDA) Manual & Instructor Resources. * Prepared the School Disaster Plan Manual& Instructor Resource. * Coordinated the BDA Trainings for TR. MoE and public. * Worked as Master Trainer. 	<p>2003- 2000</p>	<p>* Project was ended.</p>

CIF / The Council of International Fellowship Program	Volunteer work at the Women and Children Center in Scotland / Edinburgh	1998	* Exchange program
The Foundation for Support of Women's Work(FSWW) &OXFAM <i>Employer:</i> Sengul Akcar/President of Board/ sakcar@tnn.net	Coordinator & Trainer * Coordinated and monitored 7 Women and Children Center's community based programs(including early childhood programs, capacity building/ personnel development training programs) in 4 regions where most affected by 1999 earthquake * Supervised 7 Women and Children Center's Coordinators * Identified stakeholders and nurture relationships with organizations and partners in the area served by the project with the objective of motivating and empowering long-term commitments to public education and supporting of Center's * Organized and maintained project resource documents	2000-1998	* Project was ended.
Human Resource Development Foundation & UNDP Safe Motherhood Project <i>Employer:</i> Dr.Nuray Fincanci ikgv@ikgv.org	Project Coordinator & Trainer * Developed, implemented and monitored program and project activities - Set up an Coordination Center in Alibeykoy(disadvantages area) - The community base safe motherhood program monitored by me * Approximately, 10.000 family who were living in Alibeykoy were supported by 23 women field workers who were living the same area by home visits	1998-1995	Project was ended.
International Labor Organization (ILO/IPEC) & Greater Municipality of Ankara Children Working on the Street Program <i>Employer:</i> Ruchan Isik (ILO) & Dr. Bulent Ilik bulentilik2000@yahoo.com	Project Manager * Developed, implemented and monitored program and project activities * Set up the Center for Street Children (1000 square m2) * <i>Supervised the project employees assigned to the project, and contracted employees</i> * Identified stakeholders and nurture relationships with organizations and partners in the area served by the project with the objective of motivating and empowering long-term commitments to public education and working children * Administered budget of around \$300.000	1995-1993	Project was ended.
Center for Development and Population Activities(CEDPA) & The Greater Municipality of Ankara Safe Motherhood Project <i>Employer:</i> Murat Karayalcin & Dr. Bulent Ilik bulentilik2000@yahoo.com	Project Coordinator & Trainer * <i>Developed, implemented and monitored program and project activities</i> * <i>Set up an Coordination Center in Mamak (disadvantages area)</i> * <i>The community base safe motherhood program monitored by me</i> * <i>Approximately, 7.500 family who were living in Mamak were supported by 10 women field workers who were living the same area by home visits</i>	1993-1991	Project was ended.
	Lived in Iraq & Libya& Saudi Arabia as housewife with my family in order to care with my new born baby.	1991-1985	
Turkish Prime Ministry, Social Services and Child Protection Gen. Directorate <i>Employer:</i> Cemil Cicek	Social Worker Research& Planning& Coordination Department	1984-1980	New born baby
Turkish Prime Ministry, Social Services and Child Protection Gen. Directorate <i>Employer:</i> Cemil Cicek	Social Worker Kinder garden	1978-1980	Professional Development

E) CONSULTANCY HISTORY

Client's Name	Client's Address	Types of Services Performed	Countries	Dates (From – To)
Bosporus University Tourism Administration Department	Boğaziçi Üniversitesi Turizm İşletmeciliği Bölümü Hisar Kampüsü 34342 - Bebek İstanbul TEL: (212) 0212 359 6541 trm@boun.edu.tr	Part Time Lecturer Course: Health & Safety Management	Istanbul / TR	2005- on going
Marmara University Vocational School of Health Related Professionals	Tıbbiye Cad. No:49 81326 Haydarpaşa İSTANBUL Tel: +90216 338 2798 aozsahin@marmara.edu.tr	Part Time Lecturer Course: Psychological First Aid	Istanbul /TR	2006- on going
The Bournemouth University	Richard Gordon rgordon@bournemouth.ac.uk	* Disaster Management Program Organization. Target Group: Turkish Governor Line Ministries * Instructor and Consultant	Ankara/ TR	2004 – on going
Geo Hazard International	Brian Tucker tucker@geohaz.org Marla Petal mpetal@imagins.com	* Community Base Disaster Risk Reduction Program in Central Asia Consultant/ Master Trainer	* Kazakhstan &Uzbekistan	4 weeks for each
CARITAS	Marla Petal mpetal@imagins.com	* Umraniye Community Base Disaster Awareness Women's Outreach Research Project. *Coordinator/Master Trainer	Istanbul/ TR	Approximately 20 days
American Friends Service Committee & American Red Cross & BU KOERI	Marla Petal mpetal@imagins.com	* Causes Of Deaths And Injuries Research In Kocaeli And Afyon * Research Coordinator	Istanbul/ TR	Approximately 20 days
American Red Cross & TR Red Crescent & BU KOERI	Ozlem Demirel odemirel@arc-turkey.org	* Basic Disaster Awareness Instructor Trainer Training Program * Leadership Skills Training	Istanbul_Ankara _Izmir / TR	2004 – 2005 Approximately 30 days
UMCOR & BU KOERI	Zeynep Yaltirakli ekira_e@yahoo.com Marla Petal mpetal@imagins.com	* Disaster Preparedness Instructor Trainer Training Program * Consultant/Master Trainer/ Personnel Development/ Leadership Skills	Bolu_Düzce/TR	2002 – 2003 Approximately 30 days
AMURT–Swiss RedCoss	Sandro Longhino http://www.amurt.org/projects	* Community based psychological care, anti-stress management and post- disaster counseling	Yalova/TR	1999- 2001 Approximately 120 days

F) COUNTRIES OF EXPERIENCE

(Name of Country & No. of Weeks / Months / Years in Country)

1 Turkey/ More than 10 years community based	4 Scotland- Edinburg/ 8 weeks	
2 Kazakhstan / 3 weeks+ distance consultancy	5 U.K- Bournemouth/ 3 weeks	
3 Uzbekistan/ 3 weeks+distance consultancy	6 Iraq/Libya/Saudi Arabia/ 2 years each (lived as nonprofessional)	

G) OTHER INFORM SKILLS & INTERESTS**COMPUTER****KNOWLEDGE**

* Curriculum Development * Senior Instructor * Project Management * Writing Project Proposal (Instructor) * Business Continuity Instructor/ Consultant	* MS Office Programs; Win Word XP, Excel, Power Point/ Internet
* Research, Monitoring and Evaluation, * Sustainability Indicators	* Preparing the distance learning program (content) on the internet as interfaces www.ahep.org
* Humanitarian Aid, Disaster Mitigation, Relief Projects, Reproductive Health, Gender Issue base works/experiences	* Web Site interface design consultancy www.meruegitim.com.tr (still going on) www.ahep.org http://www.ahep.org/ev/ABCD_DL/index.xp www.yavuzdurmus.com www.ipkb.gov.tr

LANGUAGE ABILITY

Language	Speak			Read			Write		
	Fair	Good	Excellent	Fair	Good	Excellent	Fair	Good	Excellent
Turkish (native)			x			x			x
English		X			X			X	

REFERENCE

Name	Contact Address	Tel. No.:	Fax No.:	Email:
Prof.Dr.Gulay Barbarosoglu	Boğaziçi Üniversitesi Industry Department 34342, Bebek-Istanbul, Turkey	+ 90 (212) 359 70 70	+ 90 (212) 265 1800	barbaros@boun.edu.tr
Marla PETAL,Ph.D.	Co-Director Risk RED	H.Tel. +1(718) 428-2999 Mob. +1(408) 806-7888	E-fax (408) 516-5841	mpetal@imagins.com mpetal@riskred.org
Richard Gordon	Director Bournemouth University Disaster Management Centre. UK.	+44(0)1202 961324 +44(0)7786 517785	+44(0)7977180197	rgordon@ bournemouth.ac.uk

I certify that the information stated above is true to the best of my knowledge.

Applicant's Name : Zeynep M. TURKMEN

Date : January, 2007