

## CURRICULUM VITAE

1. **Family name:** Töpfer  
 2. **First names:** Jochen  
 3. **Date of birth:** 03 April 1968  
 4. **Nationality:** German  
 5. **Civil status:** Single  
 6. **Education:**

Institution [Date from – Date to]	Degree(s) or Diploma(s) obtained:
PSI Institute AG, Berlin; [12/1997 – 09/1999]	Postgraduate training in organisation development consulting
Catholic High School for Social Work, Berlin [09/1993 - 01/1997]	Diploma in social work science – focus on: International development co-operation, non-profit management, adult education
Humboldt University, Berlin; [09/1990 - 09/1992]	Social therapy training

7. **Language skills:** (Indicate competence on a scale of 1 to 5 (1 – excellent; 5 – basic))

Language	Reading	Speaking	Writing
German	1	1	1
Russian	2	1	1
English	1	2	2

8. **Membership of professional bodies:**

- Association of Management & Organisation Development Consultants of Russia
- East-West Institute for Non Profit Management e.V., Bonn
- Institute for 3rd Sector Studies, Novosibirsk, Russia
- Berlin open space cooperative (boscop), Berlin

9. **Other skills:** (e.g. Computer literacy, etc.)

- Computer skills: Windows 2000, MS Office, DOS, Macintosh, Internet
- International Red Cross Basic Training Course for Delegates (1998)
- Open space training 02/2000
- Appreciative Inquiry training 03/2001
- Open space advanced training 06/2001
- Large group facilitation training 09/2002 and 09/2003
- Future Search training 04/2004

10. **Present position:** Independent, self-employed consultant and trainer

11. **Years within the firm:** 9 years

12. **Key qualifications:**

- Large group interventions (e.g. open space technology, appreciative inquiry and future search)
- Consulting and training on institutional development, capacity building and strategic planning
- Management consulting and training
- Organization development consulting
- Project and programme evaluation and monitoring
- Organisation and programme assessment
- Design and facilitation of professional training and mentoring programmes

13. **Specific experience in the region:**

Countries	Date from - Date to	Countries	Date from - Date to
Ukraine	08/2003 - present	Kazakhstan	11/2001 – 06/2002; 06/2000 – 09/2001
Russia	01/1996 – 01/1999; 1/1992– 04/1994	Armenia	11/2001 – 06/2002
Russia, Georgia, Ukraine	01/1995 – 12/ 1996	Kyrgyzstan	06/2000 – 09/2001
Macedonia, Bulgaria, Serbia-Montenegro,	11/2000 – 4/2003	Tajikistan	06/2000 – 09/2001
Czech Republic, Poland, Hungary, Latvia	1999 - present	Uzbekistan	06/2000 – 09/2001
Mongolia	11/2001 – 06/2002	Turkmenistan	06/2000 – 09/2001

## 14. Professional experience:

Date from-to	Location	Company	Position	Description
08/2004 - present	Ukraine, Russia, Belarus	Foundation "Remembrance, Responsibility and the Future"	Senior Consultant (ST)	Capacity building and organisational development programme for local service NGO. <i>Consulting Services rendered:</i> <input type="checkbox"/> Needs assessment <input type="checkbox"/> Strategic planning and project cycle management training and mentoring <input type="checkbox"/> Organisational development and organisational transformation training and consultancy
12/2003-present	Ukraine	East-West Institute (EU-funded)	Senior Consultant (ST)	Capacity building programme for social service NGO in Ukraine. <i>Consulting Services rendered:</i> <input type="checkbox"/> Organisational assessment <input type="checkbox"/> Facilitating large group intervention meetings <input type="checkbox"/> Organisation development training
10/2003-03/2004	Ukraine	German-Russian Exchange (EU funded)	Senior Consultant (ST)	NGO Development programme in Kyiv and selected regions of Ukraine. <i>Consulting Services rendered:</i> <input type="checkbox"/> Conducting strategic planning training <input type="checkbox"/> Facilitation of organisational change efforts
09/2003-02/2004	Ukraine	Heinrich Boell Foundation, Berlin	Senior Consultant (ST)	Evaluation of the country-programme Ukraine. <i>Consulting Services rendered:</i> <input type="checkbox"/> Project evaluation <input type="checkbox"/> Organizational assessment <input type="checkbox"/> Recommendations for further development
10/2003-02/2004	Tajikistan	Institute for Foreign Cultural Relations and German MFA	Senior Consultant (ST)	Evaluation of a peacekeeping dialogue project with moderate islamists in Tajikistan. <i>Consulting Services rendered:</i> <input type="checkbox"/> Project and Target group analysis <input type="checkbox"/> Organizational assessment <input type="checkbox"/> Recommendations for further development
06/2002-09/2003	Poland, Czech Republic, Bulgaria	CEE Bankwatch, Prague	Senior Consultant (ST)	Capacity building programme of the Central and Eastern European Bankwatch Network. <i>Consulting Services rendered:</i> <input type="checkbox"/> Organisational assessment <input type="checkbox"/> Management capacity building <input type="checkbox"/> Increase of work effectiveness
11/2001-06/2002	Kazakhstan, Mongolia, Armenia	Internat. Fed. of Red Cross & Red Crescent Societies, Geneva	Consultant (ST)	Organisation development program for Red Cross / Crescent Societies in Kazakhstan, Mongolia and Armenia, <i>Consulting Services rendered:</i> <input type="checkbox"/> Project evaluation <input type="checkbox"/> Organisational assessment
01/2001-08/2002	Czech Republic, Hungary, Russia	Heinrich Boell Foundation, Berlin	Consultant (ST-term)	Cross sectional evaluation of environmental projects funded by in Eastern European countries <i>Consulting Services rendered:</i> <input type="checkbox"/> Project analysis for Eastern Europe <input type="checkbox"/> Field studies and organizational assessment <input type="checkbox"/> Recommendations for further development
11/2000-04/2003	Poland, Bulgaria, Macedonia, Serbia	Internat. Fed. of Red Cross & Red Crescent Societies, Budapest	Consultant (short-term)	Institutional development and capacity building programme of Central and Eastern European Red Cross Societies in Poland, Bulgaria, Macedonia and Serbia. <i>Consulting Services rendered:</i> <input type="checkbox"/> Volunteer management trainings <input type="checkbox"/> Fundraising consulting <input type="checkbox"/> Organizational transformation process consulting

Date from-to	Location	Company	Position	Description
06/2000-09/2001	Kazakhstan, Tajikistan, Uzbekistan, Turkmenistan, Kyrgyzstan	Internat. Fed. of Red Cross & ed Crescent Societies, Almaty	Consultant (ST)	Review of organisation development in recent history in 5 National Red Crescent Societies in Central Asia and recommendations for further strategy. <i>Consulting Services rendered:</i> <input type="checkbox"/> Project and impact monitoring <input type="checkbox"/> Organisational assessment <input type="checkbox"/> Recommendations for further development
05/1999-06/1999	Russia	Heinrich Boell Foundation e.V., Berlin	Monitoring consultant	Project monitoring and evaluation in Russia. Consulting topics: <input type="checkbox"/> Evaluation of the project progress of environmental projects funded by Heinrich Boell Foundation <input type="checkbox"/> Project management training <input type="checkbox"/> Organisation diagnosis <input type="checkbox"/> Recommendations to the Foundation
01/1996-01/1999	Russia	German Russian Exchange e.V., Berlin - funded by EU Tacis	EU-Tacis team leader (LT)	"Regional Support to NGO's in Western Siberia and Urals". <i>Consulting Services rendered:</i> <input type="checkbox"/> Organisation Development in local NGO <input type="checkbox"/> Providing management support and technical assistance <input type="checkbox"/> Establishing of inter-European NGO networks <input type="checkbox"/> Specific NGO related consulting (volunteering and fundraising)
01/1995-12/1996	Russia and CIS	German Agency for Technical Co-operation (GTZ)	Project Manager (LT)	Research on development of professional social work education in CIS countries, <i>Consulting Services rendered:</i> <input type="checkbox"/> Field research and expertise on curricula for social work university-level education <input type="checkbox"/> Assessment of practice of social workers in governmental structures and NGO's <input type="checkbox"/> Providing training seminars on social work and non-profit management issues
02/1993-09/1994	St. Petersburg, Berlin	Perspectives e.V.	Project co-ordinator (LT)	<input type="checkbox"/> Internal advisor for Russian NGO's <input type="checkbox"/> Shelters for homeless children <input type="checkbox"/> Humanitarian aid programmes
09/1991-12/1992	Berlin	Integral e.V.	Project manager (LT)	<input type="checkbox"/> Community based social work programmes in Berlin Friedrichshain <input type="checkbox"/> Development and implementation of social and cultural programmes for the target group
09/1987-06/1991	Berlin	Rehab.Centre for Handi-capped Young Adults	Social worker	<input type="checkbox"/> Social and professional integration of young people with disabilities <input type="checkbox"/> Providing professional education and training for young handicapped people

#### 14. Other relevant information: (e.g. Publications)

- Article: "Creating peace in Ferghana Valley – a report on an open space-gathering" Berlin Eastern European Quarterly, Berlin 2004
- Article: "Selforganisation and organisational behaviour", Neue Perspektiven, Quarterly journal for professional education, University Berlin 2004
- Article: "Future Search Conference – discovering the common ground for the future", German Red Cross, Management and leadership manual, Berlin 2003
- Article: "Appreciative Inquiry – a different view on organisations", German Red Cross, Management and leadership manual, Berlin 2003
- Article: "open space technology – a short overview", German Red Cross, Management and leadership manual, Berlin 2002
- Book: "Political Ecology and Sustainability – a cross sectional evaluation" with Mutter and Wichterich, Heinrich Boell Foundation, Berlin, 2002
- Article: "Process-oriented consulting in Russia - cultural barrier in Organisation Development consulting processes", Journal for consulting, Russia, Moscow 1999
- Research study: "Social work a new profession in CIS countries", with Müller and Schur, German Agency for Technical Co-operation (GTZ), Eschborn 1996