

**Proposed role: Junior Expert**

1. **Family name:** Phan  
 2. **First name:** Vuthy  
 3. **Date of birth:** 01 Feb 1975  
 4. **Nationality:** Cambodian (National)  
 5. **Place of residence:** Cambodia  
 6. **Education:**

Institution (date from – date to)	Degree(s) or Diploma(s) obtained:
Royal University of Law and Economic, Phnom Penh, Cambodia. 2005-2007	Master Degree of Business Management. Major: Small Business Management, Statistics, Principal of Management, Organizational Behavior, Business Tools, Marketing Management, Principals of Accounting, Financial Accounting, Macro & Micro Economy, e-commerce, Business English, International Business Management, Labour Law, Entrepreneurship, Cost Accounting, Corporate Finance. Leadership, New Success Manager, Communication skills.
National Institute of Business, Phnom Penh. 2002-2004	Bachelor degree of Business Management.
The Banana Centre, Phnom Penh. 2002- 2002	Diploma of Business –Accounting
Chack Tomuk high school, Phnom Penh, 1993	School certificate
Other trainings and certificates:	<ul style="list-style-type: none"> <li>• 06 June 2012 Controlling, Managing and Closing a Project</li> <li>• 05 October 2011 The Gender Journey Thinking Outside the Box</li> <li>• 29 June 2011 PRINCE2 foundation certificate</li> <li>• 05 June 2011 UN programme On The Prevention Of Harassment</li> <li>• 02 June 2011 IPSAS Course 1 Orientation to IPSAS</li> <li>• 02 June 2011 Orientation to IPSAS</li> <li>• Sexual Harassment and Abuse Of Authority</li> <li>• 31 May 2012 Basic Security In The Field I(BSITF_II_Certificate)</li> <li>• 20 May 2011 UNDP Legal Framework What Every Staff Should Know (All Operations Staff All Managers Supervisors)</li> <li>• 16 May 2011 Ethics Training</li> <li>• 05 May 2011 Advanced Security in the Field</li> <li>• 02 May 2010 HIV/AIDS training</li> <li>• 23-24 March 2011 Communication and Public Speaking.</li> <li>• February 2009 Roles and responsibilities of spokesmen, communication officer and media officer</li> <li>• 09-January 2009 Basic Security in the Field – Staff Safety, Health, And Welfare</li> </ul>

- 30 September-14 October 2006 participated in workshop on Being and Effective Manager
- April 2000 and March 2001 successfully completed a series of 7 workshops on process & methods for qualitative participatory evaluation (QPE) research. (FHI)
- 1999 Administrative Affairs
- 1999 Production suite editing training in Malaysia
- 1998 IEC/BCC materials training: how to produce all kinds of education materials useful for populations. Research and Development.
- 1998 Avid Xpress special film editing and documentary
- 1992 Journalist training how to write how to produce news and report.

**7. Language skills:** (1 – excellent; 5 – basic)

Language	Reading	Speaking	Writing
French	4	2	4
<b>English</b>	<b>1</b>	<b>1</b>	<b>2</b>
<b>Khmer (native language)</b>	<b>1</b>	<b>1</b>	<b>1</b>

**8. Membership of professional bodies:**

Honorary member of Action IEC NGO  
 Partner and Video Resource Centre of TVE / TVEAP  
 Member of Orchidcambodia (Environment conservation body)  
 Member of Comm4Development – Communication consulting group

**9. Other skills:**

- News Editing, Production/Directing skills: story-telling and report writing, scripting, camera / microphone /light/ aerial filming (Beta-SP, DVCAM, HD)
- Publishing, Design and Mapping: Quark Xpress, Adobe Series CS Photoshop, Illustrator, InDesign, Lightroom
- Video Editing Trainer: FCP / Avid HD & other Non linear editing systems (Casablanca), smart phone media editing, video compositing/animation (2D/3D).

**10. Present positions:**

- Communication Consultant – Comm4Development, Cambodia – development of communication projects
- Film Director / Project Director Action IEC – In charge of Helpage Video production aiming to promote development of Old Person Association.
- Distribution and Promotion Manager Action IEC, for the Australian Red Cross – Disability and the Arts Project. Photo Book Design and Distribution in key national outlets (book in English and in Khmer)
- Mobile Show project manager Action IEC – For EWMI and Bridges for Justice – covering 13 locations with pro-active outreach and video feedback
- Film Director – Cambodia Climate Change Alliance – Action IEC for UNDP/Min. Environment: In charge of visibility video production on climate change

## 11. Years within the firm (Action IEC – as Deputy Director): 14

### 12. Key qualifications:

I am an effective team worker with good communication skills; I have worked as a TV, radio producer, Video editor, international fixer and social/media researcher from 1992 until now. My experience in the media and communication has given me a large and extensive insight on the country, its population, its culture, customs and traditions and how development actors can actively support human development. I have also widely traveled in all parts of the country. I have investigated a wide array of issues with film teams, in remote and isolated areas and have worked on the communication development of the country through numerous media projects and video documentary productions in the development sector.

My work in the information sector, combined with my media capacities give me a rich capacity to understand and share with other people the situation of the people of Cambodia. I am keen to transmit this perspective to large and targeted audiences. I have worked with a wide range of experts from different nationalities. I therefore can understand rapidly and respond to the needs of international staff and professionals.

I am confident that my career background in the management of an NGO and in the private television sector and researcher (in numerous medium-large scale projects) can also bring an added edge to the communication tasks I am given. I am diligent and easy going. I have in 2007 completed a master degree in Business Management.

I hold the resilience and ability to work with **entrepreneurial spirit** to reach the aims of the organisation, colleagues and team, **under difficult field conditions**.

#### Residence:

Country / Location	Date from – Date to
Phnom Penh Cambodia: House N°. 36 E1, Street 141, Sangkat weall Vong, Khan 7Markara, Phnom Penh, Cambodia.	1975-present

#### Missions/work:

Hanoi, Vietnam (TVE AP – Saving the Planet series)	2008
Kuala Lumpur, Malaysia (TV internship)	1999

14. Professional Experience:

Date from – Date to	Location	Company	Position	Description
March to July 2013	<b>Cambodia</b>	Action IEC / Comm4Development	<b>Project Director / Media Consultant</b>	<p>I have taken on a number of responsibilities and helped to implement media projects as a consultant for Action IEC (media production) and Comm4Development (Communication consulting).</p> <p>-This included the development of a small education campaign for the community based health insurance card of an NGO consortium supported by <b>SHPA</b> (funding from <b>Maltesers</b>). My tasks also included the production management of a drama film, and the design of a photo-storybook in this project.</p> <p>-I also worked for Action IEC to produce a special photo book on disabilities and the arts for the Cambodian Initiative for Disabilities Inclusion with support from the <b>Australian Red Cross and Ausaid</b>.</p> <p>-For <b>IFAD Cambodia and Comm4Development</b> I provided consulting services on the development and design of a field guide for farmer education (Hip Pocket Guide for Commune Extension Workers) and currently also designing a 'Group Formation Booklet' for this project.</p> <p>-As a long standing partner of the <b>Television Trust for the Environment</b> in Asia Pacific, I also led the adaptation of an environmental education series for farmers – on the issue of the Rice Hoppers.</p> <p>-Finally, during the lead up to the last General elections (2013), I also acted as project manager for the production of a series of televised debates on issues of concern to the electorate, for the <b>NGO Forum of Cambodia</b>. Outputs included 12 videos on specific development issues. These various actions and projects enabled me to confirm my management skills in a wide array of media and communication actions for a diverse range of stakeholders. I have also during this time taken the opportunity to further expand my communication networks and abilities to rapidly respond to communication and media needs.</p>
1 <sup>st</sup> Feb 2007 / March 2013	<b>Cambodia</b>	Equity Weekly/Equity news program UNDP/National Television of	<b>TV production Manager</b>	<p>My role in this project was to support the work of the <b>Cambodian National television</b> crews. The work was not limited to this and consisted in a number of administrative and managerial tasks but also to support the TV production process. The tasks included: working closely with project chief editors to ensure a high production quality both in form and content;</p>

		<b>Cambodia TVK</b>		<p>assisting the producer to better manage the production process flow and planning of topics and guests. I had a directing role in the development of show concepts and research processes, questionnaire development for studio recordings and Vox-pop interviews. I helped to produce up to 264 consecutive weekly shows, broadcast on national television of Cambodia.</p> <p><b>Many of these shows covered the issues of the education sector in Cambodia.</b> I also conducted follow up in editing suites with all editors and cameraman, prepared the weekly press release for the programs. I helped to manage the administrative and financial aspects of the productions of the project, to prepare the work plan and follow up the work plan progress. During the election period, I worked to manage radio supervision tasks on behalf of the production manager. I also supported in the technical television production needs: shooting skills, interviewing support, Mobile video editing when required. With this work, I gained a high level of journalist ethics. Added to this, I was able to translate and interpret working documents or to provide direct live translations from interviewees. I provided administrative and secretarial support to members of the electoral team as requested by the production manager, I assisted in preparing reports in to be submitted to UNDP, Government and cost-sharing donors on progress and achievements, against agreed outcomes and output targets and I coordinated with the government partner to get the better relationship and increased production output for Equity Weekly program.</p>
<b>01 Jan 1998 – 2006</b>	<b>Cambodia</b>	<b>Action IEC</b>	<b>Deputy Director</b>	<p>I specialized in Media/Social Research and in education campaigns including production of targeted IEC/BCC materials for the under-served populations especially HIV/AIDS victims, through video documentation production, shooting and video editing, spot, radio spot and drama, documentary film, and film dramas mostly for one key client: <b>Family Health International, with USAID funding.</b></p> <p>Main duties included:</p> <ul style="list-style-type: none"> <li>- Mass media / Innovative media campaigns, documentary films production and spots, Drama film, publishing, administration, video editor and researcher.</li> <li>-Research and media assessment jobs as an interviewer, field supervisor, editor, cameraman, facilitator, moderator, observer, data checker, and I was responsible for liaising with village authorities, local community</li> </ul>

				<p>members and community informants, scheduling and leading field-based interviews and focus group discussions.</p> <p>-Design questionnaires and data analysis and make conclusions and reports after data collection. Pre-testing and Development, on HIV/AIDS and other issues</p> <p>-Additional jobs: fixer for TV production, Documentary film, and foreigner teams to facilitate the permission locations, transportation, and accommodations for the team.</p> <p>-In my own time, and as part of my management studies, I have also helped taking foreign investments around the city or around the country for the business purposes.</p> <p>-Produce educational spots, documentary films, and film dramas. Dubbing, Titling, special effects – mostly in private sector.</p>
2005-2006	Cambodia	Action IEC organization and National Television of Cambodia	Team leader	<p>Conduct the pre-testing of commune council project with the general population.</p> <p>Conducted bird flu pre-testing evaluation and development.</p> <p>Worked with the <b>National Democracy Institute (NDI)</b> on TV production show series, on part time basis with <b>MC&amp;D</b> (Media Consulting and Development, that focused on media politics and strengthening democracy in Cambodia and other video productions that included for example the <b>development of tv spots and campaigns for enrolment of girls in schools and also development of learning videos on the new curriculum of the Ministry of Education.</b></p> <p>-1998-2006 Mobile Show Manager: with 45 staff and artists on tour in rural areas of Cambodia, these campaign focused on reducing HIV/AIDS and discrimination. A Bird flu campaigns aimed to prevent bird flu in seven provinces. Clients were the <b>National Center for HIV/AIDS and Dermatology (MOH), UNICEF, Academy for Educational Development, USAID)</b></p> <p>-2001-2002 TB and HIV/AIDS research, pre-test evaluation in two provinces Svay Rieng and Prey Veng provinces. Resulting from this research we produced a targeted media campaign. <b>(NCHADS/UNICEF)</b></p> <p>-Pre-test of education products to the target population and write report for contractors or donors.</p> <p>-Video editor and cameraman since. I occasionally serve video production groups and television studios with narration of spots and documentaries.</p> <p>-Production assistant of fiction film produced by Action IEC</p> <p>1996, Education film on HIV/AIDS and discrimination. (this was a long term</p>

				<p>project - two years of production)</p> <p>-Participation to produce the International documentary film: 'An army of Peace' in 1995, The film received special category prize in Fukuoka Film festival 96. This video was produced for a <b>consortium of local NGOs</b></p> <p>-Helped to produce the educational soap series, "our family" intended for family audiences. The film talked about three different families and how they took care of their children. <b>(Enfants et Development) – it focused in particular on early childhood development and education</b></p> <p>-Co-producing of the 'Pagoda kid's' documentary in 2000 - talking about the children who suffer when their parent died. Film was widely shown in international HIV/AIDS conference in Phnom Penh and in Bangkok 2006.</p> <p>-Over this period, helped in the production of over 250 short films and spots for education. <b>(Family Health International)</b></p> <p>- TV coordinator with <b>BBC, TF1, TVE Japan, TVE Asia pacific.</b></p> <p>-1993-1996: In my role as journalist at the national television of Cambodia and video editor, Cameraman, in the French broadcasting program <b>(Rendez Vous-CFI/TVK)</b>. I also participated to produce more than hundred of video documentary, local and internationals news.</p> <p>-Production of numerous spots in private sector.</p>
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## 15. Other Relevant Information

### References:

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**Mr. Chheng Daravuth Kosal** / Director - Action I.E.C NGO

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### Publications:

- Soul of the Stones (32p. Art Education Book – Heritage preservation – UNESCO, ACTION IEC 2001)
- Hip Pocket Guide (manual for Commune Extension Workers (IFAD Cambodia 2013)

-Farmer Group Formation Manual (IFAD Cambodia 2013)

-Moving People Moving Images – Photo book on disabilities (Action IEC – ARC 2013)

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