

# CV

## CONTENTS

- [Work](#)
- [Technical skills and knowledge](#)
- [Academic qualifications](#)
- [University societies](#)
- [References](#)

## WORK

### **.impact**

I'm the full time Executive Director of [.impact Focus Projects](#), which runs the [Local Effective Altruism Network](#) project, the EA Hub, the EA Survey, and more.

*Executive Director, Apr 2014-present*

### **Charity Science**

I set up much of the organizational infrastructure and worked on worked on a number of direct fundraising projects.

*Part time, Mar 2015-Jul 2015*

### **Centre for Effective Altruism (including Giving What We Can and 80,000 Hours)**

My work at CEA covered its start-up period and was extremely diverse - for details, see the [reference](#) at the bottom of this CV.

*Director of Operations, Jul 2012-Apr 2014*

Responsibilities: organisational start-up; web development; finances; legalities; intern resources

### **New Internationalist**

Publisher focusing on international development and the environment, with a magazine, books and an ethical shop.

*Web Development Manager, Apr 2010-Jul 2012*

Responsibilities: all aspects of online presence; co-director of this medium-sized (25 staff member) business.

### **openDemocracy**

Online global politics magazine funded by grants and small donation drives. See [references](#).

*Web Development Consultant and Associate Editor, Feb 2009-Mar 2010*

Responsibilities: running a project to create a new website (including building it); new online functionality; editor of a section (blog); on a rota editing the main site.

*Freelance web developer and Contributing Editor, Oct 2008-Jan 2010*

Responsibilities: individual web development projects; writing for a blog.

### **The Convention on Modern Liberty**

Civil liberties campaign involving a focal 'convention' event.

*Website manager, Dec 2008-Mar 2009*

Responsibilities: building and managing website; helping with other aspects of the campaign.

### **Freelance web development work**

Brochure sites, campaign sites, print magazine sites (History Today), author sites, blogs, discussion forums and online shops. See [reference](#).

*Multiple projects over several years*

Responsibilities: web development; web design (working from client designs, working with professional designers, and working on design myself).

### **Short term non-technical work**

Fair trade shop, marketing firm, Indian forestry conference.

*Casual and temp work around university*

Responsibilities: retail; evaluating the reach of bloggers; assistance on environmental project.

### **African Books Collective**

Non-profit providing an income stream for African publishers.

*Administrative Assistant, Sep 2002-2003 (bracketing a gap year project teaching English in Ghana)*

Responsibilities: basic administrative assistance; producing a brochure on Africa's 100 Best Books.

## TECHNICAL SKILLS AND KNOWLEDGE

- HTML, XHTML and XML.
- Knowledge of modern design principles and CSS techniques.
- PHP, JavaScript, C, Perl and other programming languages.
- Website and server maintenance (including unmanaged Unix servers).
- Unix command line.
- Content Management Systems (Drupal, WordPress, Bricolage)
- Wide range of web-based applications (MediaWiki, CiviCRM, etc.)
- Wide range of software packages, including Adobe Creative Suite (Dreamweaver, Photoshop, Fireworks, InDesign)
- eCommerce (Magento, Ubercart)
- Bulk emailing (both technical aspects and the running of successful campaigns).
- Search Engine Optimisation.
- Analytics.
- Online advertising.

- Managing social media presence.
- Technical infrastructure (file-sharing, email, etc.) for both office-based and geographically-spread teams.
- Wide range of website features (video, podcasts, surveys, etc.)

## ACADEMIC QUALIFICATIONS

- BPhil in Philosophy, University of Oxford
- BA in Philosophy, University of Cambridge
- A Level: 4 As (Maths, History, English and Politics); A in AS Religious Studies
- A in Maths Advanced Extension Award
- GCSE: 12 A\*s

## UNIVERSITY SOCIETIES

- D.K. Lewis Society for Philosophy – President
- Cambridge University Atheist and Agnostic Society – President
- Cambridge University Humanism Society (Hmmsoc) – Junior Treasurer and Membership Secretary.

## REFERENCES

### **Niel Bowerman (for work at the Centre for Effective Altruism)**

Tom is intelligent, passionate and hard-working. He has great strengths in productivity, management, communication, skills and knowledge, as witness the following quotes from people he has worked with directly:

“Tom is by far the best manager I’ve had. He puts a great deal of time and effort into management, explaining the value of tasks, answering and questions, and checking in regularly and keeping tabs on a wide range of projects. He’s focused on efficiency and has helped me achieve this. He is very motivating and has got a great deal of output out of the many people he’s managed.”

“When Tom communicates - in person, by email or in meetings - he is exceptionally clear, focused, action-relevant, friendly, polite and open. He is particularly talented at giving feedback in a constructive way. He’s been widely liked and particularly attentive to making newcomers and visitors welcome, and many of the people who’ve passed through our doors have stayed in touch with him.”

“I have often collaborated with Tom or asked him for help on tasks, and he is unfailingly helpful, giving unusually clear and succinct pointers. He is talented at explaining opaque matters, be they technical, financial or legal. You can rely on Tom, and he’s consistently worked way over hours even when helping people on

areas outside his many responsibilities.”

"Tom was an excellent manager to work under. He was easy to get along with, always conscientious and extremely hard working. He has superb organisational skills and consistently set me well structured projects which were always well matched to my knowledge and abilities. He consistently offered good advice at how to proceed when difficulties arose and he gave clear and fair feedback on every project completed."

In addition, multiple people who've been managed by Tom have said he's a great manager, and the best of all the people who've managed them, including at CEA. These people would all wholeheartedly commend Tom, as would I.

Finally, Tom's range of knowledge, skills and experience is exceptional. He has overseen an extremely diverse range of areas. This included all our financial and legal start-up and ongoing work: finances, payroll, tax, annual accounts, budgeting, extremely complex financial arrangements, and charity registration in the UK and US. He has handled all our legal compliance work, which as an atypical charity is substantial. He has also done a large amount of work on web development and technology, running our CRM and building the first site for Effective Animal Activism and three major versions of Giving What We Can. He's been exceptionally quick at this, bring a huge range of knowledge to bear. On top of all this, he's run a major recruitment round, overseeing six people for several man months. In short, Tom has been involved in our start-up work from the moment we began operations. A particularly extraordinary achievement was getting us visa sponsorship with no paid legal advice, which is almost unheard of, especially for an organisation of our size and nature.

---

**Derry Nairn (for freelance web development work for History Today)**

I came across Tom via his excellent work on the OpenDemocracy site. I hired him as the lead web designer for History Today Magazine's Online web re-launch. Working very effectively in tandem with our web team, migration team and myself, the design he proposed was bold and intuitive. Overcoming several obstacles during the project required a certain creative flexibility on his part and Tom responded well. I would wholeheartedly recommend Tom for your next web design project.

---

**Colleagues at openDemocracy (for work as Web Development Consultant and Associate Editor)**

Thomas is that wonderful combination of exceptionally hard-working and creative. With his new website, and as a fellow editor, he has raised the standards of those around him. And he's courteous to boot!

—//—

Thomas has led openDemocracy through a complex website redesign and migration project, demonstrating he possess the valuable and desirable attributes of a web developer: a flair for design, a through understanding of web browsing habits, strong technical knowledge of content management tools and great communication skills working in a virtual team.

I would wholehearted recommend his work as a Web Development Consultant and I look forward to engaging him as a consultant in the future

—//—

Tom worked at oD as developer, architect and editor. He was a brilliant addition to the team in all these areas. He has great initiative - point him in the direction of a problem and it gets thoughtfully addressed.

—//—

Thomas is an excellent web developer with both great computing and design skills. He demonstrated a high degree of expertise and stimulated the debate on the redesign of openDemocracy.net through his open and accessible style. He is a pleasure to work with and a professional, likable colleague. I certainly would recommend him for any web development projects.