

Matthew Wilson | Chief of Staff, International Trade Centre



Location: Geneva, Switzerland

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Professional profile

With 20 years of experience on trade, development and human rights issues, I bring expertise as a developing country trade negotiator, a senior manager in International organisations and as a strategist on managing processes and people.

Executive skills

- Trade negotiations
- Trade-related capacity Building
- Senior Management of processes and people
- Management of large budgets
- Strategic direction and guidance
- Highly developed Research and writing skills

Career summary

2013- Present **International Trade Centre**
Chief of Staff and Chief Adviser to the Executive Director

Responsible for providing strategic advice to the Head of the ITC and ensuring effective coordination and running of the Office of the Executive Director.

Key responsibilities

- Participate in the senior management committee and contribute to the management of the organisation
- Lead the Cabinet of the Executive Director and Deputy Executive Director and ensure speeches, research, op eds, high level meetings and interface with staff are delivered
- Supervise the delivery of the Communications and Events division
- Represent ITC at high level United Nations and World Trade Organisation meetings
- Contribute to the work of linking trade and the UN 2030 Agenda
- Support the resource mobilisation and external relations of the ITC
- Manage a team of over 20 professionals and a budget of over US 1 Million.

Key achievement/projects

- As Funder focal point for Japan, have helped increase resources from Japan to ITC by over 80%
- As ITC Innovation Champion contributed to launching and supporting ITC's first Innovation lab and programme
- Contributed to the strategic reorganisation of ITC and development of a programmatic approach with clear theories of change

2011-2013 World Trade Organisation
Counsellor in the Office of the Director General

Support the WTO Director- General in implementing his mandate by providing strategic advice, liaising with WTO Member states and representing the WTO at high-level external meetings

Key responsibilities

- Responsible for covering key issues in the negotiations such as Development and S&DT, Aid for Trade, Trade Facilitation, Access to Finance, Trade-related technical assistance, relations with the African Caribbean and Pacific (ACP), and relations with organisations such as the International Trade Centre, and the Enhanced Integrated Framework
- Prepare speeches, op eds, and policy statements for the Director General
- As a member of the cabinet provide strategic advice on trade negotiations and relations with external organisations
- Organise high level Missions and meetings with heads of State, Government, Ministers, the media and the private sector

2010-2011 World Trade Organisation
Deputy Aid for Trade Coordinator

Worked with the Aid for Trade Coordinator to develop the work programme for the Aid for Trade initiative at the WTO including organising the Global Review of Aid for Trade, the monitoring and evaluation exercise, authoring publications and articles on Aid for Trade, including piloting the inclusion of Aid for Trade chapters in the WTO Trade Policy Reviews.

2002- 2009 Permanent Mission of Barbados to the United Nations
First Secretary

Trade negotiator and diplomat for the Government of Barbados including representing the group of Small, Vulnerable Economies in the WTO. Negotiated on human rights and other United Nations related issues.

1998-2002 Ministry of Foreign Affairs and Foreign Trade of Barbados
Foreign Service Officer

Foreign Service Officer at the Ministry of Foreign Affairs and Foreign Trade of Barbados covering United Nations, human rights and Asia/Africa issues.

1998 RBBT Bank Barbados
Financial and Loans Officer

Education and qualifications

- **Masters in Development Studies, University of Bath, 2000- 2001 Q**
- **Post-Graduate Degree in International Relations, Institute of International Relations, University of the West Indies, Trinidad and Tobago, 1997-1998**
- **BSC in Sociology and Psychology, University of the West Indies, Trinidad and Tobago, 1994-1997**
- **Associate Degree and A level degrees in Law, History, Economics, Barbados Community College, Barbados, 1992-1994**

Additional Information

- **Member of the Advisory Board of the Shridath Ramphal Centre for International Trade Law, UWI**
- **Chevening Scholar (2000)**
- **Coordinator for the group of Small, Vulnerable Economies in the WTO, 2002- 2009**
- **WTO 'friend of the chair' for the Trade Facilitation Special and differential negotiations, WTO, 2008-2009**
- **Chair of the ACP working group on EPAs, 2007**
- **Vice Chair of the Safeguards and of the Anti-Dumping Committees, 2006**
- **Vice Chair of the WTO Subsidies and Countervailing Measures Committee, 2005**
- **ITC Innovation Champion 2018-2019**
- **Lecturer at the University of Beijing**