Matthieu Théard

Humanitarian coordination · Policy & analysis · Emergency response

matthieutheard@icloud.com · (+41) 78 242 91 67 · Geneva area · solinvictus.app/matthieu

Languages: Haitian Creole, French, English (native) · Spanish (C1) · Portuguese (B1)

PROFESSIONAL PROFILE

Humanitarian professional working across coordination, policy and analysis. Currently supporting operational partnerships, UNDAC working groups and emergency deployments at OCHA's Emergency Response Section, and writing analysis for senior leadership. Previously at UNHCR, working on Country of Origin Information, regional policy dialogue and high-level meetings. Haitian–French dual national with an MA from the Geneva Graduate Institute and specialised expertise in governance and humanitarian access in fragile settings.

EXPERIENCE

Intern – Emergency Response Section, Operational Support Unit (Operational Partners)

1 Jul – 18 Dec 2026

OCHA · Response Support Branch · Geneva

- Maintain data on operational partners' support to UNDAC, a global roster of more than 300 emergency responders, keeping records consistent across databases and ready for analysis and reporting.
- Prepare and minute working-group meetings, at least one a week, including the UNDAC Logistics Working Group and the International Humanitarian Partnership (IHP).
- Support the UNDAC Training Working Group with summary documents and infographics.
- Serve as communications focal point for Operational Partners in the Response Branch Communications Working Group and manage content for the UNDAC LinkedIn page.
- Support the administrative coordination of partners' mobilisation during UNDAC deployments.
- Wrote *Shadows of Governance*, an internal three-part analytical series for senior leadership on Haiti: the transition from the MSS to the Gang Suppression Force, Resolution 2793, armed governance, displacement, food insecurity and civil-military coordination.

Intern – Liaison Unit for Regional Bureaux

2022 – 2023 · 8 months

UNHCR · Geneva

- Compiled and synthesised Country of Origin Information on Haiti to inform protection and operational decisions.
- Supported the Working Group on Human Rights and Mobility in Latin America & the Caribbean with research and recommendations on access to territory and access to justice.
- Organised high-level meetings, prepared agendas and briefing notes, and wrote summaries to guide follow-up.
- Followed the Executive and Standing Committees, contributing to operational updates on forced recruitment in Sudan and displacement in the East and Horn of Africa; supported a side event on Colombia's Truth Commission.
- Supported preparations for the Global Refugee Forum, including contributions from the West Africa region.

Logistics & Business Operations Assistant

2020 – 2021

Brokerage Logistics Trade S.A. (BLT) · Port-au-Prince, Haiti

- Assisted with day-to-day logistics: following up shipments and coordinating schedules with clients, suppliers and transport providers.
- Prepared and tracked commercial and shipping documents and kept operational records up to date.
- Supported general administration during the COVID-19 period, gaining practical exposure to the Haitian commercial environment.

EDUCATION

Master's in International History and Politics

2023 – 2025

Geneva Graduate Institute (IHEID)

Thesis: *Gang Governance in Haiti* — non-state armed actors, territorial control, state fragility, humanitarian access in gang-controlled zones, and pathways for institutional reconstruction.

BA, International Security & Diplomacy

2015 – 2019

Syracuse University · Maxwell School

ADDITIONAL EXPERIENCE

Tennis Coaching & Community Development

2024 – Present

Tennis Club de Ferney-Voltaire · France

Substitute coach for club sessions. As volunteer Head of Marketing, running club communications and content, and supporting events and member engagement.

Digital Communications & Product Design

2018 – 2025

Independent & organisational projects

Designed websites and outreach materials for community organisations and non-profits, writing clear, accessible content in French and English.

Volunteering

Association Suisse de Kinomichi — content production, event support and community engagement.

CORE COMPETENCIES

- Inter-agency & civil-military coordination
- Meeting organisation and minute-taking
- Drafting in French and English
- Protection of vulnerable groups
- Conflict analysis and early warning
- Operational partner data and reporting
- Policy research and information synthesis
- Communications and outreach
- Dialogue with communities and civil society
- Perception tracking and feedback mechanisms

UN TRAINING COMPLETED

- BSAFE (UN security awareness)
- United to Respect (managers' edition)
- I Know Gender: gender equality in the UN
- Information Security Awareness (2026–27)
- Ethics and Integrity at the UN
- Addressing Racism and Racial Discrimination
- UN Disability Inclusion Strategy
- Records and Information Management