

NELMA ANTONIO

29 Ramsey Close, Hendon, London, NW9 7DW, nelmaantonio@gmail.com, +447568052050

WORK EXPERIENCE

High Speed Two Ltd (HS2) – Engagement and Interface Manager June 2021 – Present

- Engagement Manager for Europe largest infrastructure project HS2, for Phase 1 in London
- Led an Integrated Project Team (IPT) and integrated communications team across a broad geographical spread, advising on messaging and communications of the project to stakeholders and public engagement campaigns
- Designed and managed strategic communications of HS2, acting as a face for the organisation with senior stakeholder's and members of the public
- Responsible for delivery of HS2 Communications and Engagement strategy
- Responsible for line management of integrated project teams across line of route
- Accountable for collaborating with partner external relations teams on high priority strategic engagement issues across line of route
- Accountable for the successful delivery of an Integrated Project Team (IPT) engagement performance, including monitoring against KPIs, auditing, assuring and clearing quality of outputs.
- Implemented best practice across line of route and for digital communications of engagement
- Responsible for actively promote and embed Equality, Diversity and Inclusion (EDI) complying with organisational initiatives, policies and procedures on EDI.

Oakbridge Academy Trust - Trustee/ NED Nov' 2021- Present

- Responsible for risk management review and assurance of quality standard for the school academic Trust
- Responsible for assurance of Trust's activity, ensuring value for money and public benefit
- Responsible for approval of annual budgets - setting salaries, benefits, and compensation of senior management team
- Responsible for establishing board policies and strategic objectives
- Selecting and appointing/ reviewing the performance of Chief Executive team

Transport for London - Government & Strategy Associate

Jan' 2018 – May 2021

- Engaging and building advocacy with a cross party selection of Members of Parliament, London Assembly Members and Civil Servants on key TfL Strategic Projects.
- Monitoring parliamentary activities on public policy issues related to sustainability, the economy, finance, climate change and transport
- Single point of contact in the organisation for Members of Parliament and London Assembly Members, with established and owned relationships engaging on issues such as: TfL funding agreement, pandemic recovery, sustainability, climate change and future of transport.
- Led, and organised roundtable sessions, for senior members of government including cabinet members and junior Ministers on strategic issues.
- Assisted business strategy groups and corporate functions in pan-organisation working group to secure further funding for the organisation, leading the engagement strategy for strategic projects.
- Lead for communicating Business Strategy, Industrial Relations and Finance to political stakeholders.
- Assistant Project Lead for consultancy project with the World Bank and Indian Government.
- Engaged with international transport regulatory bodies sharing industry expertise and best practice
- Created business plans and verified business cases using data for multimillion-pound projects.
- Created TfL corporate strategy

British Transport Police- Performance Analyst

Aug' 2016- Jan' 2018

- Created briefings and reports for submissions to Parliamentary hearings and government scrutiny sessions.
- Implemented a new performance measurement framework for the British Transport Police covering: organisational planning, retention, and occupational health, wellbeing and strategic workforce assessments.

IBM – Government Analyst

Jul' 2014 – Aug' 2015

- Overall bid manager for IBM Government tendering process submission.
- Lead stakeholder manager for Central Government and Defence clients
- Assisted in government commercial strategy development, deals construction, preparing company portfolio for submission.

EDUCATION and TRAINING

University of Cambridge

Sept' 2020 – Sept' 2022

MEd – Educational Leadership and School Improvement

King's College London

Sept' 2015 – Jan' 2017

MA - International Political Economy : Merit

University of Nottingham

Sept' 2011- Jul' 2014

BA Hons - Politics : 2.1