

TARA DILLON

QUALIFICATIONS PROFILE

- 10+ years of experience in employee relations and SEA investigations, HR operations in international settings
- Speak, write and read French at an intermediate (B1) level; read and write basic Spanish
- Extensive on-the-ground experience in diverse humanitarian settings

EDUCATION

Josef Korbel School of International Studies, University of Denver

Master of Arts in International Studies

Denver, CO

June 2015

Stony Brook University

Bachelor of Arts in Journalism

Stony Brook, NY

May 2011

RELEVANT EXPERIENCE

UNHCR

Remote

Associate Case Management Officer

March 2025-present

- Lead global employee relations case reviews involving workplace misconduct, retaliation, ethics violations, and HR policy non-compliance.
- Guide directors and senior leadership in ethics-based decision-making, particularly on private sector engagement.
Strengthen global case management processes by streamlining resolution pathways and cross-department coordination.

International Federation of the Red Cross and Red Crescent Societies

Remote

Case Management Officer

July 2024 – present

- Reduced ER case backlog by 40% via enhanced triaging, prioritization, and investigation mechanisms.
- Drove accountability and transparency by conducting high-stakes investigations involving fraud, harassment, and discrimination.
- Designed and implemented data systems for case tracking, improving reporting accuracy and response speed.

Medecins sans Frontieres Suisse

Remote & Field-Based

Investigator

March 2023- present

- Conduct in-depth investigations into misconduct and SEA globally.
- Provide risk-based recommendations and ensure alignment with international legal and HR standards.

CANADEM

Remote

Gender/GBV Roster Consultant

November 2021- present

- Provide expert consultancy on gender and GBV issues across diverse humanitarian contexts, including field assessments and strategic guidance, helping to improve effectiveness and responsiveness in client operations
- Develop and implement comprehensive GBV training, programs for staff in conflict-affected regions, resulting in 30% increase in addressed cases and 20% reduction in response times

Various International Organizations

Remote & Field-Based

Freelance Investigator

September 2021- present

- Specialize in high-risk, sensitive ER and safeguarding cases.
- Advising HR teams on legal and ethical resolution pathways.

International Medical Corps

Paris, France

GBV Programme Officer

August 2022 – March 2023

- Helped facilitate a training for 29 GBV practitioners from emergency settings on all aspects of GBV program management, enhancing their skills in coordination, case management, and response

**Women for Women International
Safeguarding Manager**

Paris, France
December 2021 – January 2023

- Led the implementation of safeguarding policies in complex humanitarian settings, conducting risk assessments and designing mitigation strategies that reduced incidents of abuse by 40% and enhanced overall staff compliance
- Coordinated multi-agency safeguarding initiatives in volatile environments, improving response systems and training protocols, resulting in a 25% increase in effective case management

**Inter-Agency Standing Committee, United Nations OCHA
PSEA Consultant**

Geneva, CH
September 2021- March 2022

- Revamped PSEA frameworks and training programs for multiple agencies, resulting in increased compliance rates and reduction in reported incidents across coordinated humanitarian operations
- Facilitated inter-agency workshops on PSEA best practices, leading to the beginnings of a unified response protocol
- Conducted comprehensive PSEA risk assessment, providing strategic recommendations, enhancing agency protocols and safeguarding measures across humanitarian programs

COMMUNITY INVOLVEMENT

Legal Aid Desk Volunteer, Open Hands Legal Services 2024 – present
Pro Bono Clinic & Immigration Application Reviewer, NY Legal Assistance Group 2024 – present
Vice President, Board of Directors, United Nations Association Denver 2018-2023

CERTIFICATIONS

Paralegal Certificate, University of California at Los Angeles Expected June 2026
Human Resources Fundamentals, Tulane University Expected December 2026
Investigator Qualification Training Scheme, CHS Alliance December 2022
Foundations of SEAH Investigations, CHS Alliance December 2022
Saying No to Sexual Misconduct, Inter-Agency Standing Committee/UNCHR September 2021
Victim-Centered Approach to SEAH, UNOHCHR September 2021

MEMBERSHIPS

European Forum for Restorative Justice

- Member of the Working Group on Gender-Based Violence

American Bar Association, International Law

- International Courts & Judicial Affairs Committee

Inter-Agency Standing Committee Technical Advisory Group on PSEAH

LANGUAGE

French: Intermediate (B1) reading, writing, speaking
Spanish: Basic (A2) reading, writing, speaking

TECHNICAL SKILLS

Microsoft Office and Google equivalents, Adobe Suite, Canva, social media platforms