

# Yvonne Harley at a glance



## Administrator

Governance International  
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## Specialist Expertise

Administrator for Governance International. Her expertise is in partnership/network management. Yvonne has the ability to deliver exceptional levels of customer service, working collectively with partners and key stakeholders. Yvonne also has excellent project management skills together with the ability to motivate and communicate effectively across all organisations, including community groups and the private and public sectors. Her long-standing administrative experience ensures the smooth operation of projects across the company.

## Specialist Skills

Excellent interpersonal and organisational skills  
Strong social networking and relationship building skills  
Proactive and enthusiastic with a proven track record of delivering high profile events  
Flexible, proactive, solutions focussed

## Career History

**From Oct 2011** Administrator, Governance International  
**From 1991** Events Manager, Centre for Urban and Regional Studies, University of Birmingham  
**Prior to 1991** Events/Administrative Manager for various organisations