

# Martin Shaw

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## PROFILE

Relocated to Italy (2009) after 22 years in London. Formerly an experienced Private Secretary within the British Houses of Parliament and various commissioned committees. Particular skills in public and media communications, research and speech writing. Now mother-tongue English Language teacher.

## KEY SKILLS

**Experience:** My considerable experience in Westminster has given me an in-depth knowledge of the parliamentary system and allowed me to utilise my long standing interest in politics and current affairs to provide a high level of support to various senior politicians.

**Communication:** As a Private Secretary I was responsible for generating ideas and writing speeches, drafting articles and managing correspondence with constituents and public bodies, as well as maintaining media liaison.

**Administration:** My administrative duties have required me to use my initiative and flexibility whilst managing diaries, briefing, research, co-ordination of global travel and providing support to individuals and committees as required.

## EMPLOYMENT HISTORY

**English Language Teacher**

**2009 – present**

**University of Tuscia  
Viterbo**

**Mother Tongue Visiting Lecturer for Academic Year 2012/13  
Responsible for group graded B1+ in English  
Department DISTU**

Collegio Nazareno  
[Padres Scolopi]  
Roma (RM)

**2012**

Mother tongue English Teacher for Liceo Linguistico 3, 4 & 5. Class teacher for girls and boys aged 15-18. This includes special needs candidates.

Scuola Marescialli Aeronautica Militare  
Viterbo (VT)

Scuola Sottufficiali dell'Esercito  
Viterbo (VT)

31 Stormo (Aeronautica Militare)  
Ciampino (RM)

Have been engaged as a (Madre Lingua) English Language teacher on courses preparing non-commissioned officers in two training establishments for JFLT (Joint Forces Language Test). Classes invariably were comprised of a dozen students. I also taught one-to-one at 31 Stormo (AM) where the pilots had already attained a certain competence in the spoken language and were seeking to heighten their level. I have been, to date, employed by language schools in Rome who have had military contracts.

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**I also provide tuition to adults (particularly business people) on a private basis.**

**Student of Italian Language & Culture**

**2010 – present**

(Academic Year 2009/10 and 2010/11)

**Pontifical Lateran University**

Cittá del Vaticano (RM)

I am a guest student of the (PUL) Rome where I have enrolled on successive courses in Italian language and culture to improve my knowledge and use of Italian. I have a 'primo livello' rating.

**Private Secretary to  
The Rt Hon Lord Wedgwood**

**2005 – 2009**

Acted as private secretary to Lord Wedgwood who is a director of Waterford Wedgwood plc (and other companies) on a part time basis. I managed his office and co-ordinated his commercial activities and charitable interests. I had previously been employed by Lord Wedgwood in Parliament before the hereditary peers were disenfranchised in 1999.

**Promoter  
The Cause for Canonisation of Archbishop Fulton Sheen  
In Europe  
London SW1**

**2002 – 2009**

I have acted as the promoter in a freelance capacity of the Cause for Canonisation of Archbishop Fulton Sheen in Europe. I was London based. I heightened the profile of this project by addressing Sunday Services in parish churches throughout Britain & Ireland and other parts of Europe. This involved extensive travel. I gave a fifteen minute presentation by way of a sermon. I published promotional literature. I appealed directly for funds to defray the cost of promotional activity. This role involved advocacy, marketing, communication/presentation skills and interacting with the general public and on occasion taking advantage of broadcasting invitations that arose from my profile. My diary was filled almost exclusively by means of personal telemarketing.

**Private Secretary to  
The Rt Hon Lord Fitt, House of Lords**

**2001 – 2005**

Supported Lord Fitt to monitor legislation, managing correspondence and conducting research for his autobiography through libraries, internet and interviews. Lord Fitt was active in political and public life in Northern Ireland. He died in August 2005.

**Temporary Private Secretary  
JUDICIAL STUDIES BOARD, Lord Chancellor's Department**

**2000 – end 2001**

Supported the Director of Studies and Head of Public Legal Services Division to advise the Lord Chancellor on certain judicial appointments and provide training for HM Judges in the criminal, civil and family jurisdictions.

**Private Secretary to  
THE RT HON LORD WEDGWOOD, House of Lords**

**1997 – 1999**

Managed the public and private affairs of Lord Wedgwood, an active Member of the House of Lords until hereditary peers were excluded in 1999. Lord Wedgwood was also on the board of a number of companies.

**&**

**Co-ordinator  
ALL-PARTY DEFENCE STUDY GROUP  
House of Lords**

I provided the administrative and logistical support to an All-Party Committee in the House of Lords. I acted as the point of contact between the members, and the office of the Secretary of State for Defence in organising visits to defence installations and military bases. I accompanied the delegation visits which would necessitate absence from Westminster one day a week.

**Private Secretary to  
THE RT HON JOHN BIFFEN DL MP  
House of Commons**

**1992 – 1997**

The late Lord Biffen (died 2007) was a Cabinet Minister from 1979-85. I was his last private secretary in the House of Commons. I was responsible for managing his parliamentary office at Westminster, controlling his diary, dealing with the constituency postbag and effecting his representations on behalf of constituents, dealing with Whitehall departments and other public bodies. I undertook research and speech writing. Lord Biffen was also a non-executive director of a number of companies and I also supported him in his commercial activities.

**Office of The Prime Minister  
The Rt Hon Sir John Major KG, CH (MP)**

**General Election April 1992**

I was a member of The Prime Minister's General Election Correspondence Unit Secretariat. Responsible for drafting reply letters from the PM on the subjects of Defence and Northern Ireland.

**Private Secretary to  
IVOR STANBROOK  
MP for Orpington  
House of Commons**

**1990 – 1992**

**My interests include:**

Reading, writing, public affairs. Military history. Anglo-Irish affairs. I am passionate about dogs and animal welfare. I was born on 30 July 1968, I am single and I have dual nationality (British and Irish). I was educated at Dunblane (Scotland) and Kilnacrott Abbey (Eire).