



Europass curriculum vitae

Personal information

Surname(s) / First name(s) **Laranjeira dos Santos – Marco Paulo**
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 E-mail(s) marcopsantos23@gmail.com
 Nationality(-ies) Portuguese / Brazilian
 Date of birth 23/03/1980
 Gender Male

Work experience

Dates	November 2012 -
Occupation or position held	Board Member
Main activities and responsibilities	Project & Trainings Writing, Management and Consultation
Name and address of employer	Eesti Projektjuhtimise Instituut – Kungla 29 – 1 10411 Tallinn Estonia
Type of business or sector	Project Writing and Consult Company
Dates	October 2012 -
Occupation or position held	Board Member – Project Manager & Trainer
Main activities and responsibilities	Coordinate and Manage Youth Activities in the Organisation / Develop its content
Name and address of employer	Noored Ühiskonna Heaks -
Type of business or sector	Non-Governmental Organisation
Dates	August 2011 –
Occupation or position held	Project Manager & Trainer
Main activities and responsibilities	Coordinate and Manage Youth Activities in the Organisation / Develop its content
Name and address of employer	Edela-Eesti Arenduskeskus – Jõekalda tee 51c, Pärnu Estonia
Type of business or sector	Non-Governmental Organisation
Dates	August 2009 – June 2011
Occupation or position held	Project Manager
Main activities and responsibilities	Coordinate and Manage all Activities in the Organisation
Name and address of employer	Estonian Special Youth Work Organisation – Sompa tee 29/31 -9 Tallinn Estonia
Type of business or sector	Non-Governmental Organisation

Dates	September 2008 – June 2009
Occupation or position held	Project Assistant
Main activities and responsibilities	Project Assistant of Euro<26 and EURODESK
Name and address of employer	European Movement Estonia
Type of business or sector	Non-Governmental Organisation

Dates	August 2006 – July 2008
Occupation or position held	Youth Worker
Main activities and responsibilities	International Project Manager
Name and address of employer	Gabinete de Desenvolvimento Associativo e Cidadania – Montijo City Council
Type of business or sector	Citizenship and Youth Field

Dates	August 2004
Occupation or position held	Promoter
Main activities and responsibilities	Marketing for Rádio Renascença in “Volta a Portugal 2004”
Name and address of employer	Rádio Renascença
Type of business or sector	Radio Company

Dates	July 2001 – December 2002
Occupation or position held	Research
Main activities and responsibilities	Assistant with data capture and document acquisition for a literary project
Name and address of employer	Carlos Coelho
Type of business or sector	European Institution

Education and training

Dates February 2007 – May 2007
Title of qualification awarded Post - Graduate in Local Law
Principal subjects/Occupational skills covered Specific Law regarding the City Councils and Villages
Name and type of organisation providing education and training Faculdade de Direito de Lisboa – Lisbon Law School
Level in national or international classification Final Rank 12 max: 20

Dates August 2001 – July 2005
Title of qualification awarded Graduate in Politics and Foreign Affairs
Principal subjects/Occupational skills covered Constitutional Law, Theory of Foreign Affairs, Statistics, Political Systems, International Law, Contemporary International Politics, Diplomatics, Community Law, International Economics, German Culture of XX Century, Geopolitics, Electoral Studies, Theory of the Justice, History of the Modern States, International Institutions
Name and type of organisation providing education and training Universidade Nova de Lisboa
Level in national or international classification Final rank 14-15 max: 20

Dates August 1999 – July 2000
Title of qualification awarded Graduate in History
Principal subjects/Occupational skills covered
Name and type of organisation providing education and training Universidade Federal do Rio de Janeiro

Level in national or international classification

Incomplete

Personal skills and competences

Mother tongue(s)

Portuguese

Other language(s)

Self-assessment

European level (*)

English

Spanish

French

Estonian

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	
C1 experience user	C1 experience user	C1 experience user	C1 experience user	C1 experience user
B2 autonomous user	B2 autonomous user	B2 autonomous user	B2 autonomous user	B1 autonomous user
A2 Basic User	A2 Basic User	A1 Basic User	A1 Basic User	A1 Basic User
A2 Basic User	A2 Basic User	A2 Basic User	A2 Basic User	A1 Basic User

(*) Common European Framework of Reference (CEF) level

Social skills and competences

- Member and Director of the Foreign Affairs and Politics Study Group in Faculdade de Ciências Sociais e Humanas / 2001 – 2004
- Ex-Member of the Political Commission of Social-Democrats Youth Party in Setúbal County / 2004 – 2008
- President of Social Democrat Youth Party Assembly in Montijo 2007 – 2008
- Member of the Montijo Village Assembly – Elected in 2005 - 2008

Organisational skills and competences

- Assistant at the Student Union in University - Faculdade de Ciências Sociais e Humanas / 2001-2004
- In charge of the organization in a great variety of Conferences, Debates and Sports Tournaments
- Coordinator of a Non-Governmental Organisation working with young people / 2005 – 2014

Computer skills and competences

Course in Technologies of Information and Communication in a Business Environment (Word, Excel, PowerPoint, FrontPage, Flash, Hardware)

Driving licence(s)

Driver's License (B)

Additional information

Reference:

Eurodeputy Carlos Coelho – Tel: +(32.2) 28 45551

Assistant of the Ministry of Work (Portugal) Dr. Pedro Ruas – Tel: +351 9617 62935

<p>Activism in Political Dimension</p>	<ul style="list-style-type: none"> - Participation & Organisation of Meetings and Conference of Politics and Foreign Affairs as a member of Foreign Affairs Student Council of Lisbon University 2002 – 2004 - Participation in a Summer University of Social Democrats Youth Party in 2003 & Organisation Staff in 2004, 2005, 2006, 2007 - Organisation of the Montijo Model of United Nation in Portugal 2007 - Group Leader in Youth Study Visit of European Parliament in Brussels and Strasburg – 2007 and 2008
<p>Activism in Youth, Sports and Cultural Dimension</p>	<ul style="list-style-type: none"> - Organisation of International Tournament of Futsal and Handball – August Portugal 2005 – 2006 - Organisation of the “Europe Week” in Montijo - March 2007 - Development cooperation project “FEST – Finland; Sweden and Estonia” – Estonia 2008 - Trainer in Step Into Europe – Citizenship – Estonia 2009 - Coordinator and Facilitator of Long Term Training Course “Harbor of CitizenShip – Local Participation” – Estonia 2011
<p>Attendance in International Trainings and Seminars</p>	<ul style="list-style-type: none"> - Contact Making Seminar – Spain 2006 - Seminar regarding Youth Communication – Greece 2006 - Training for Facilitators regarding Intercultural Learning – Germany 2007 - Open Space Technique in Youth work – Poland 2007 - Training Course regarding “Active Citizenship” – Poland 2008 - Training Course regarding “Human Resources Management” – Bulgaria 2008 - Training Course regarding “Intercultural Learning” – Istanbul 2008 - Long Term Training for Trainers Europe Africa Cooperation of Council of Europe – Ivory Cost and Cape Verde 2009 /2010 - Long Term Training for Trainers Access Social Rights for Young People in Disadvantage Neighbourhoods of Council of Europe – Strasbourg 2009/2011 - Training of Trainer in European Voluntary Service – Bulgaria 2010
<p>Leader and Facilitator in International Youth Exchanges</p>	<ul style="list-style-type: none"> - “Cultural Heritage” – Cyprus 2007 - “European Interculturality” – Spain 2007 - “European Citizenship” – Slovenia 2008 - “Equal Chances” – Romania 2008 - “Youth For Europe” – Portugal 2007 - “European Democracy: Awareness for Inclusion” – Portugal 2007 - “European Culture through Design” Turkey 2011 “Tree Dreesing” Project – Lithuania 2009 - “Tree Dreesing” Project – Italy 2009 - “We are Europe” – Portugal 2015
<p>Project Coordination in International Field</p>	<ul style="list-style-type: none"> - Seminar “Building European Citizenship” – Portugal 2007 - Training Course “Sailors on Citizenship” – Czech Republic 2008 - Seminar “Intercultural Dialogue” – Portugal 2008 - Training Course “Sailors on Citizenship - Discover Portugal” – Portugal 2008 - Face it! Training for Facilitators – Estonia 2009 - Long Term Training Course Sailors on CitizenShip: Discovering Africa – South Africa / Tanzania / Portugal / Estonia 2009 – 2010 - Coordinator of European Voluntary Service “Growing Together 1 and 2” (7 international volunteers) – 2009/2010 - Coordinator of European Voluntary Service “Growing in Action 1 and 2” (10 international volunteers) – 2010/2012 - Coordinator of European Voluntary Service “Learning Through Volunteering” at Tallinn University (2 international volunteers) – 2015/2017 - Coordinaor of the Training Course – Step Out – Step Up on outdoors activities – Estonia 2015
<p>Trainer in International Field in</p>	<ul style="list-style-type: none"> - Seminar “Building European Citizenship” – Portugal 2007

<p>Topics Related with European Citizenship and Participation (Target Group of Youth Workers, Leaders and Activities from different countries – mainly European union and neighbour countries – each event would a range of 23 to 35 participants each)</p>	<ul style="list-style-type: none"> - Training Course “Sailors on Citizenship” – Czech Republic 2008 - Training Course “Sailors on Citizenship - Discover Portugal” – Portugal 2008 - Youth for Exchange and Understanding “Creative Leader: Management of Youth Organisation for Promotion of Active Citizenship – Spain 2009 - Facilitator for UNESCO Youth Open the Space – Active Participation for Development Cooperation – Poland 2009 - Long Term Training Course Sailors on CitizenShip: Discovering Africa –Tanzania Edition 2010 - Long Term Training Course Sailors on CitizenShip: Discovering Africa Estonia Edition2010 - Training Course “Today’s Youth, Tomorrow Citizens” – Italy 2011 - Training Course “Citizens of my country, citizen of my Europe!” – Kosovo 2012 - Training Course “We Are Europe” – Albania 2012 - Training Course “Citizens of Europe” – Austria 2013 - Training Course “Active Citizens of Today” – Sicily 2013 - Training Course Active Citizens fo Today” – Georgia 2013 - Training Course “Media and Polictical Awareness for Young People” – Austria 2013 - Training Course “Step Forward for Activity Citizenship” – Georgia 2014 - Training Course “Step Forward for Activity Citizenship” – Georgia 2014 - Training Course “F-active European Citizenship” – Georgia 2014 - Training Course “ACT – Active Citizens of Today” – Austria 2014 - Training Course “ACT – Active Citizens of Today” – Estonia 2014 - Training Course “ACT – Active Citizens of Today” – Germany 2015 - Training Course “ABC of a Citizens of Europe” – Finland 2015
<p>Trainer in International Field in Topics Related with Intercultural Dialogue and Diversity (Target Group of Youth Workers, Leaders and Activities from different countries – mainly European union and neighbour countries – each event would a range of 23 to 35 participants each)</p>	<ul style="list-style-type: none"> - Seminar “Intercultural Dialogue” – Portugal 2008 - “International Travelling Social Cuisine – Anti-Xenophobia and Anti-Racism Action – Lithuania 2011 - Training Course “ABC for Intercultural Dialogue” – Albania 2012 - Training Course “ABC for Intercultural Dialogue” – Armenia 2013 - Training Course “Diversity to Improve my Skills” – Italy 2014 - Training Course “Integration Through Action” – UK 2015 -
<p>Trainer in International Field in Topics Related with Volunteering (Target Group of Youth Workers, Leaders and Activities from different countries – mainly European union and neighbour countries – each event would a range of 23 to 35 participants each)</p>	<ul style="list-style-type: none"> - Training Course “EVS – What you get is what you give” – Albania 2011 - Training Course “Volunteer – Give more and get the Future – Italy 2013 - Training Course “Youthmentary” – Italy 2015
<p>Trainer in International Field in Topics Related with Social Rights and European Social Charter (Target Group of Youth Workers, Leaders and Activities from different countries – mainly European union and neighbour countries – each event would a range of 23 to 35 participants each)</p>	<ul style="list-style-type: none"> - Training Course “When Social Meet Rights” – Portugal 2012 - Training Course “ENTER the Social Rights” – Poland 2013 - Training Course “When Social Meet Rights” – Georgia 2013 - Training Course “Together for Social Rights” Youth Network for Social Rights / Council of Europe – Strasbourg 2013 - Training Course “When Social Meet Rights” – Estonia 2013 - Training Course “Enter Social Rights” – Poland 2014 - Training Course “Enter Social Rights” – Austria 2015
<p>Trainer in International Field in Topics Related with Leadership and Facilitation</p>	<ul style="list-style-type: none"> - Training Course “Laboratory: Technology of Involvement” – Estonia 2012 - Training Course “Laboratory: Technology of Involvement” – Czech Republic 2013 - Training Course “Laboratory: Technology of Involvement” – Georgia 2013

<p>(Target Group of Youth Workers, Leaders and Activities from different countries – mainly European union and neighbour countries – each event would a range of 23 to 35 participants each)</p>	<ul style="list-style-type: none"> - Training Course “Laboratory of Involvement” – Armenia 2014 - Training Course “Leadership +” – Germany 2014 - Training Course “Leaders Lab” – Sweden 2015 - Training Course “Motivaction” – Italy 2015 - Training Course “Laboratory of Leaders” – Denmark 2015 - Training Course “Involvement Lab” – Poland 2015 - Training Course “Laboratory of Leaders” – Serbia 2015 - Training Course “Technology of Involvement” – Austria 2015
<p>Trainer in International Field in Topics Related with Empowerment and Employability (Target Group of Youth Workers, Leaders and Activities from different countries – mainly European union and neighbour countries – each event would a range of 23 to 35 participants each)</p>	<ul style="list-style-type: none"> - Seminar “Youth & Future – Work in Progress” – Italy 2012 - Training Course “ABCDE for Young People” – Italy 2012 - Seminar “Today Youth, Tomorrow Citizen” – Italy 2012 - Training Course “ABCDE for Young People” – Poland 2012 - Training Course “Creativity for Employment” – Italy 2012 - Training Course “Active Youth Create Employments” – Georgia 2013 - Training Course “Growing Together” – Spain 2013 - Training Course “Employment Out of the Box” – Serbia 2014 - Training Course “Creativity for Employment” – Ukraine 2014 - Training Course “BEST” – Italy 2015
<p>Trainer in International Field OTHER TOPICS (Target Group of Youth Workers, Leaders and Activities from different countries – mainly European union and neighbour countries – each event would a range of 23 to 35 participants each)</p>	<ul style="list-style-type: none"> - Training Course “Strategy Cooperation” – England 2011 (Cooperation of European and African Youth Organisations) - Training Course “Skills for Power” – Albania 2012 (Empowerment for Young People with physical Disabilities) - Seminar “R3 – Reduce; Reuse and Recycle” – Serbia 2013 (Environmental Protection and Waste) - Training Course “Not Just Numbers” - Albania 2013 (Migration and Inclusion of Young Migrants) - Training Course “Youth for Equal and Peaceful Society” – Finland 2013 (Gender Issues and Conflict Transformation) - Training Course “Migration Highways” – Italy 2015 2013 (Migration and Inclusion of Young Migrants)