

PERSONAL INFORMATION

Wojciech Szczepanik

 ul. Bukowska 114a/14, 60-397 Poznań (Poland)

 +48 503605535

 wojszczepanik@gmail.com

WORK EXPERIENCE

2007–Present

Free-lancer

Wojciech Szczepanik "Kreatywni", Poznań (Poland)

Training events and projects for non-profit sector

1994–2006

Office Manager

One World Association / Service Civil International Poland, Poznań (Poland)

- Coordination of staff and volunteers
- Coordination of projects
- Fundraising

EDUCATION AND TRAINING

2018–Present

Trainer of European Solidarity Corps

The Polish NA of European Solidarity Corps, Warszawa (Poland)

Trainings for the European Solidarity Corps volunteers and organisations

2002–2018

Trainer of European Voluntary Service

the Polish NA of the Erasmus+ Programme, Warszawa (Poland)

Trainings for EVS volunteers and EVS organisations

1994–1995

Project Management

European Induction Programme, Paris (France)

- Team management
- Project management

1989–1994

Long Term Volunteer

(1) Germany, (2) Croatia, (3) Poland, (4) Northern Ireland

Long term volunteering:

- (1) years 1989-1991, Germany; contacts with youth organisations from Central and Eastern Europe
- (2) years 1991-1992, Croatia; animation for refugee children and parents from Croatia and BiH
- (3) years 1992-1993, Poland; organising workcamps in Poland and sending Polish volunteers abroad
- (4) year 1994, Northern Ireland; animation for children from catholic and protestans communities

PERSONAL SKILLS

Mother tongue(s)

Polish

| Foreign language(s) | UNDERSTANDING | | SPEAKING | | WRITING |
|---------------------|---------------|---------|--------------------|-------------------|---------|
| | Listening | Reading | Spoken interaction | Spoken production | |
| English | C1 | C1 | C1 | C1 | B2 |
| Russian | B1 | B1 | B1 | B1 | A2 |
| German | B1 | B1 | B1 | B1 | B1 |

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills Practical skills in sharing information, experience and responsibilities while working with (international) people

Organisational / managerial skills Practical skills in organisation, management and team work thanks to years of work as office manager and free-lancer

Job-related skills Practical skills in training events, seminars and (international) long-lasting projects through professional career

| Digital skills | SELF-ASSESSMENT | | | | |
|----------------|------------------------|------------------|------------------|------------------|-----------------|
| | Information processing | Communication | Content creation | Safety | Problem-solving |
| | Independent user | Independent user | Independent user | Independent user | Basic user |

Digital skills - Self-assessment grid