

# Europass Curriculum Vitae

## Personal information

Name and surname

**Marta Gawinek – Dagargulia**

Address

Polska, 02-495 Warszawa, ul. Orłąt Lwowskich 46 m. 5

Telephone

48534567865

E-mail

[martagawinek@gmail.com](mailto:martagawinek@gmail.com)

Date of birth

05.01.1985.

Languages

German, English, Russian, Georgian (professional fluency), Polish (mother tongue), French (A1)

Nationality

Polish, Georgian



## Recent work experience

Dates

1.01.2018 – till now (part time)

Occupation or position held

Project coordinator

Main activities

Facilitation of meetings for entrepreneurs on impact investing and social entrepreneurship (for women)  
Business trainings  
Development of educational partnerships with stakeholders strengthening women entrepreneurship

Name and address of employer

Foundation for Women Entrepreneurship, Postępu 15, Warsaw

Dates

02.2017 – till now (part time)

Occupation or position held

**Project coordinator (part time)**

Main activities and responsibilities

**Coordination of North African/Middle East, Polish, German educational project**  
Partnership building and facilitation of meetings  
Development of virtual tools for cooperation  
Facilitation of the meetings for schools (teenagers) from Tunisia, Egypt, Poland and Germany

Name and address of employer

Goethe Institut Warsaw, Chmielna 13, Warsaw

Dates

Since 2008 (freelance)

Occupation

**Trainer, moderator, facilitator**

Contractors and partner institutions

**MitOst e.V., Theodor Heuss Kolleg, Insha Osvita**  
**Competendo.net – tools for facilitators, author of handbooks**  
**Bundeszentrale für politische Bildung**  
**Gesellschaft für Internationale Zusammenarbeit**  
**Georgian Institut for Politics**  
**Evens Foundation**  
**Goethe Institut**  
**Institut für Auslandsbeziehungen**  
**Ministry of Education (Poland)**  
**Polish National Agency of the Erasmus + programme**  
**Interra (Russia)**  
**Iris Group, Community Development Centre, Atinati Association (Georgia)**

Dates

02.2013 – 31.12.2017

Occupation or position held

**Coordinator of civic education programme, facilitation**

Main activities and responsibilities

- Coordination of the Civic Engagement Workshop and then Neighbours 3.0 programme, overall project management and facilitation  
- Organisation of international CSO meetings, facilitation in frames Dialogue for Change Programme, participatory evaluation  
- Facilitation of civic education trainings for international groups  
- since 2007 – trainer of non-formal civic education

Name and address of employer

Genius Loci Association

held	<b>Dates</b>	07.2011 – 03.2013
	<b>Occupation or position</b>	<b>Project assistant, project coordinator</b>
	<b>Main activities and responsibilities</b>	<ul style="list-style-type: none"> <li>- Partnerships development and coordination with key stakeholders, particularly the donors, private sector, and the government.</li> <li>- Organisation of project meetings, seminars and conferences</li> <li>- Coordination of a Polish-Georgian cross-government project on support to people with fewer opportunities</li> <li>- Assistance in substantial and organizational project activities, financial reporting and organization to project partners and Intermediating Institutions and support project activities</li> <li>- Organize and facilitate seminars, workshops under the activity at local and regional level</li> <li>- Narrative and financial reporting</li> </ul>
<b>Name and address of employer</b>	United Nations Development Programme (UNDP) Project Office Poland, Szpitalna 6/23, 00-031 Warsaw	
	<b>Dates</b>	06.2006 – 09.2012
	<b>Occupation or position held</b>	<b>Project coordinator – civil society and post-conflict peacebuilding</b>
	<b>Main activities and responsibilities</b>	<ul style="list-style-type: none"> <li>- Organization and facilitation of the trainings, workshops and stakeholder meetings at regional level, moderation and facilitation</li> <li>- Coordination of project components: start-up's component, support for local initiatives and community development projects</li> <li>- co-facilitation of post-conflict peacebuilding trainings and mediations</li> <li>- Coordination and supervision of 9 social workers</li> <li>- Reporting and narrative documentation</li> <li>- Organising trainings on community development and post-conflict peacebuilding</li> </ul>
<b>Name and address of employer</b>	People in Need, Czech Republic, Šafaríkova 635/24 Prague; www.pin.cz; www.pin.ge office in Georgia, 2100 Zugdidi, 3 Ts. Dadiani	