

Curriculum Vitae



Personal information

Surname(s) / First name(s) **VAN HOVE Jan**
Address(es) Koolkapperstraat 50 • B9000 Gent • BELGIUM
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E-mail Jan.vanhove@tvgent.be (office) • jan@interculturallearning.eu (free lance)
Nationality Belgian
Date of birth 07/12/1976

Work experience

Dates 2015– CURRENTLY AT WORK
Position held **Director of the department social interpreting and translations and member of the board of directors of the Agency for Migration and Integration** (main profession)
Main activities

- Daily management of the agency within the board of directors (people management, policy, networking, financial and project management, representation of the agency,...)
- Leading the department of social interpreting and translations

Name and address of the employer Gents stedelijk Agentschap Integratie en Inburgering, IN-Gent (Agency for Migration and Integration) Botermarkt 1 • B9000 Ghent • Belgium
The Agency for Migration and Integration is the public agency of the city of Ghent, active in the field of migration, integration, diversity, inclusion of people with a migrant context.
The department for social interpreting and translations aims to improve communication between city services, institutions, organisations and citizens with limited autochthonous language proficiency. The department has 24 employees and works with over 100 free lance interpreters and translators on daily base.

Dates 2001 – CURRENTLY AT WORK
Position held **European trainer in Non formal Education** (on free lance base)

- Preparation, implementation, facilitation and evaluation of international trainings, study sessions, seminars, and European conferences
- Developing training strategies, guidance and supporting organisations in the management of international projects and organisational management

Position held **Expert within the European programme Erasmus+/Youth in Action** (on free lance base)

- Quality assessments for grant applications within the framework of the European programme Erasmus+/Youth in Action, for the Flemish national agency (Jint) and the British National Agency (British Council)
- Accrediting volunteer organisations in the Western Balkans (for Salto-South Eastern Europe) and Flanders (for Jint)
- Writing guidelines and booklets that support organisations active within Erasmus+ (for Salto-South Eastern Europe)

Name of employers for free lance work as trainer, consultant and expert National agencies of the Erasmus+ programme in Belgium-Flanders (Jint), Slovenia (Movit NA Mladina), the UK (the British Council), Salto (Support for Advanced Learning and Training Opportunities), the Agency Socio-Cultural Work for Youth and Adults - Youth department of the Belgian-Flemish Government), Plusko (Slovakia), Balkan Idea NS (Serbia), Centre for Interactive Art "In Stage Organisation" (Serbia), TransFORMAS (Spain), ReserveWlel (Belgium), JNM (Belgium), Foundation for Development Aid (Belgium),...

Dates 2008– 2014
Position held **Director Public Service Interpreting and translations** (main profession)
Main activities

- Management and coordination of the organisation (people management, financial management, contacts and networking with the funding providers,...)
- Setting up the long term policy of the organisation and of contributing to language policy in the Flemish divers reality

Name and address of the employer	Tolk- en Vertaalservice Gent Wolterslaan 16 • B9000 Ghent • Belgium <i>Tolk- en Vertaalservice Gent (Public Service Interpreting and Translations) provided social interpreting (community interpreting) and translations for schools, hospitals, social and welfare services, and provided training and consultancy on the topic of cultural diversity. The office merged in 2014-2015 with the integration service of the city of Ghent, the intercultural organisation of Ghent, and the welcome service for new migrants into the public Agency for Migration and Integration.</i>
Position held	Programme coordinator international projects (main profession) 2000-2004: Training Coordinator national & international trainings 2005-2008: Programme coordinator for international activities & coordinator of the international network "the Healthy Network" INGO
Main activities	<ul style="list-style-type: none"> • coordinating and organising international trainings, seminars and study sessions • coordinating and coaching of candidates and applicants for European Voluntary Service (EVS) • coordinating, coaching and training of the pool of EVS-mentors (as well for long term as short term project, as well for sending as hosting projects) • coaching and supporting young people in undertaking initiatives and intercultural exchanges • coordinating international health and networking projects • coordinating and implementing the large scale international project within the framework of the cooperation projects of the Foreign Affairs Department of the Government of Belgium-Flanders ("Empowerment of youth work in West-Slovakia", and "Expertise network building" in Aluksne, Latvia) • Creating innovative projects on empowerment (such as volunteer management and coaching for NGO's in Moldova) • Support and training for "EuroCrack", which is a large scale project on social inclusion with MJA & the NA of Belgium-Flanders to increase the participation of youth at risk in Youth in Action)
Name and address of the employer	Maatschappelijke Jongeren Actie, MJA (Social Youth Action) (New name since 2009: Joetz ngo) Sint Jansstraat 32 • B1000 Brussels • Belgium <i>MJA (now: Joetz) is a youth organisation recognized as health communicator by the Flemish government. MJA is yearly organizer and/or partner in 50 intercultural group exchanges, 15 European Voluntary Service projects, 20 international trainings and therefore one of the biggest applicant organizations from Belgium-Flanders within the Europeans' Commission E+/Youth in Action programme.</i>

Other managerial experiences

2014-at presence	Thalassa-diving (diving club) -Auditor of the accountancy
2011-2013	Goeste Majeur (music house/school with a non formal education approach) - president of the board of governors
2001-2008:	ReserveWiel vzw (training organisation in/for youth work) - president of the board of governors
2002-2004:	Jemp vzw (umbrella organisation of the local youth councils) - member of the board (responsible for HR) and member of the general assembly
2002-2004:	Flemish Youth Council (the official advice council for all issues relevant for youngsters in Flanders) - vice president and responsible for HR in the board
1997-2000:	Provincial Advice Council for Youth - Oost Vlaanderen (= youth council at provincial level) - member of the board and member of the bureau that deals with daily matters
1998-2000:	Diggie vzw (farm for children and social project without difficult words) - member of the board of the ngo
1990-2000:	Youth for Nature and Environment (JNM, a national youth work organisation); member of the board and the national bureau, with yearly renewable mandates, like e.g. - national responsible for HR, - national treasurer, - national training coordinator, - press responsible, -...

References

Databases and membership of pools of trainers and experts in which I'm active:

- Trainers' database of Salto (Support for Advanced Learning and Training Opportunities)
<http://www.salto-youth.net/find-a-trainer/16.html>
- Trainers' pool and pool of experts of Jint, the Belgian-Flemish national agency for the Erasmus+ programme

- Pool of experts of the British Council, the national agency of the UK for the Erasmus+ programme
- Pool of experts of Salto-South Eastern Europe, the support structure of the Erasmus+ programme for the Western Balkans

Recognized certificates Official youth work certificates and degrees awarded by the Flemish government

- 1999 Head instructor in Youth Work (= certificate for professionals in youth work)
Thesis: "Quality management in Youth work"
- 1997 Instructor in Youth Work (= certificate for trainers in youth work)
- 1996 Head animator in Youth Work (= certificate for advanced youth workers who take the lead of projects)
- 1995 Animator in Youth Work (= basic youth leader certificate)

Formal education

Dates 1996-2000

Title of qualification awarded Occupational therapist ("Ergotherapeut" in several languages)

Principal subjects/occupational skills covered Occupational Therapy focuses on the process of facilitating change in order to improve an individual's quality of life. This enables people -usually those with difficulties resulting from physical, psycho-social or developmental problems- to carry out activities which make their lives meaningful, from daily living activities, to work or leisure time.

Name and type of institution Arteveldehogeschool Gent (Artevelde University College Ghent)

Personal competences

Mother tongue(s) **Dutch**

Other language(s)

Language English

Language Italian

Language French

Understanding		Speaking		Writing
Listening*	Reading*	Spoken interaction*	Spoken production*	
C2: Very good	C2: Very good	C2: Very good	C1: Very good	C2: Very good
C1: Very good	C1: very good	C2: Very good	B2: Good	B2: Good
B2: Good	B2: Good	B2: Good	B1: Fair	B1: Fair

* Scale according the Europass Language Passport

Social skills and competences Although I consider myself a content oriented person, I also see myself as a good team coordinator. I'm able to create space for improvement, experimenting and gaining more experiences. I am enthusiastic, curious and communicative. I'm good in exploring new opportunities and possibilities. I like to respond to challenges. I have a passion for working in intercultural context, and also inclusion is a very important principle to me.

- Hobbies
- Diving (CMAS/Nelos certificate EN 14153-3 / ISO 24801-3 - 3* Diver, rescue diver, nitrox diver, and FFESSM certificate dive leader)
 - Climbing
 - Digital photography
 - Trumpet playing

Driving license B