

Europass Curriculum Vitae



Personal information

First name(s) / Surname(s) **Kusturin, Sunčana**
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E-mail suncana.kusturin@zg.htnet.hr
Nationality Croat
Date of birth 17.7.1978.
Gender Female

Desired employment / Occupational field

Trainer

Work experience

Dates	Since 1997.
Occupation or position held	Honoraria associate on projects, since 1997 Employed as manger of Association, 2002. -2008. Employed as manager of program "Contact", 2010-2013 Employed as associate -supervisor and educator, 2013-
Main activities and responsibilities	<p>Roles: Manager of Association / Manager of program Contact Supervisor Author of programs/projects Leader of individual and group work with children, youth and parents Educator/trainer</p> <p>Within all these function I was involved in:</p> <ul style="list-style-type: none"> - Writing project proposals, creating projects, coordinating work, quality control, development of self-financing activities, education of staff, cooperation with media, cooperation with other organizations, writing professional articles, creating basic documents of association, writing reports, enhancing competences and care about mental health of people engaged in association's activities, needs assessment, managing financing, including beneficiaries in program planning, writing reports, realization of activities, organizing field trips, participating in supervisions <p>Within association Play I worked as trainer on these trainings:</p> <ul style="list-style-type: none"> ➤ Save the children, Budva: Education of experts that work on preventive program. Training for trainers: "Group work", "Family as a system", "Creative techniques", "Stress and Supervision", "Communication-verbal/nonverbal" ➤ SOS Children village Croatia, training for potential SOS mothers: "Youth and sexuality" Training for group and individual leaders of association Play: "Youth and sexuality" ➤ SOS- Children village Croatia, Training for SOS mothers: "Risk factors and protective factors in raising children and youth with behavioral disorders", Daruvarske toplice, ➤ JU Technical school Brčko, Bosnia and Herzegovina; Training for professors: "Relationship with students and educational process", Brčko, ➤ International training course "Behavioral disorders- a view from a different corner", Zagreb, Croatia ➤ Training course for professionals who want to work with institutionalized youth and children "How to CONTACT", Split, Croatia ➤ International training course "More opportunities", Zadar, Croatia
Name and address of employer	Association „Play », Sveti Duh 55, Zagreb

Type of business or sector	NGO
Dates	31.8.-6.9.2013.
Occupation or position held	Trainer
Main activities and responsibilities	- creating, realisation and evaluation of trainings, writing reports, working in a team <ul style="list-style-type: none"> ➤ International training course for trainers of capoeira: “Capoeira as a tool when working with youth with fewer opportunities”
Name and address of employer	Capoeira Amazonas , Veprinačka 15, Zagreb, Croatia
Type of business or sector	NGO
Dates	Since 2010.
Occupation or position held	Member of pool of trainers
Main activities and responsibilities	- creating, realisation and evaluation of trainings, writing reports, working in a team <ul style="list-style-type: none"> ➤ Workshop for promoters of YIA program, Zagreb, (2010., 2011.) ➤ „Include me” training for inclusion of youth with fewer opportunities in YIA (2010., 2011., 2012., 2013.) ➤ Project evaluator, May 2010. ➤ “Intercultural dimension in transnational initiatives and youth exchanges”, 30.11.2010. ➤ Annual meeting for beneficiaries of YIA (2011.) ➤ EVS on arrival and midterm trainings (2011., 2012., 2013.)
Name and address of employer	Agency for mobility and EU programs , Gajeva 22, Zagreb, Croatia
Type of business or sector	Public institution in charge for implementation of Youth in action and Lifelong learning programme
Dates	14.-21.9.2010.
Occupation or position held	Honoraria associate - Trainer
Main activities and responsibilities	- creating, realisation and evaluation of trainings, writing reports, working in a team <ul style="list-style-type: none"> ➤ Training: Developing Competences in Organizing Youth Outdoor Projects
Name and address of employer	Streets Festival , Kumanovo, Makedonija
Type of business or sector	NGO
Dates	Since 2010.
Occupation or position held	Member of pool of trainers
Main activities and responsibilities	- creating, realisation and evaluation of trainings, writing reports, working in a team <ul style="list-style-type: none"> ➤ Training of city coordination of student council: “Prevention of addiction”, Zagreb, 2.10.2010. ➤ Training for trainers: Education for peace and active participation of youth, Module: „Encouraging youth activism via peace education”, 13.5-15.5.2011., Zagreb ➤ Youth studies, Module: „Youth work” (2011.,2012.) ➤ Training for trainers: „To know”, Zadar, 10.-14. 12. 2011. ➤ Facilitation of international meeting within Grundtvig program:“ NFE South R-Evolution" empowering non-formal education in Southern Europe“, Topic of the meeting: “Pool of trainers”, 7.3.2013.-10.3.2013., Croatia
Name and address of employer	Croatian Youth Network , Vladimira Nazora 22, Zagreb
Type of business or sector	NGO
Dates	11.-16.6.2005.
Occupation or position held	Honoraria associate - Trainer
Main activities and responsibilities	- creating, realization and evaluation of training, writing trainer’s report, work in team <ul style="list-style-type: none"> ➤ Training: “Youth work development in Croatia”
Name and address of employer	CARE International in Bosnia & Herzegovina and Croatia (CARE BH/C), Hasana Kaimije 11, 71000 Sarajevo, Bosnia and Herzegovina
Type of business or sector	NGO
Dates	1996-2003
Occupation or position held	Honoraria associate

Main activities and responsibilities	<p>Leader of film group in Youth center</p> <ul style="list-style-type: none"> - Crating workshops, writing reports, motivating youth for active participation <p>Group leader and animator in summer camp</p> <ul style="list-style-type: none"> - Care about safety, creating and realization activities, drama group leader <p>Group leader on program for prevention of behavior disorders</p> <ul style="list-style-type: none"> - Creating and realization group meetings with children and parents, writing reports, attending supervisions
Name and address of employer	Humanitarian organization "Suncokret" , Avenija Dubrovnik 10, 10000Zagreb
Type of business or sector	NGO
Education and training	
Dates	2009-2010
Principal subjects/occupational skills covered	<p>Training: "TALE-Trainers for Active Learning in Europe"</p> <ul style="list-style-type: none"> - personal & professional development of trainers (planning, implementing and evaluating training activities in different fields and contexts, based on an adequate needs analysis and using appropriate methodologies within the frame of European youth work) - Guidance and facilitation of intercultural group processes - Co-operation in the international teams of trainers - Creating an appropriate learning environment - Understanding the current realities of the European youth field - Engaging with the broader institutional framework of training activities at European level
Name and type of organisation providing education and training	Council of Europe, European Commission and its partners (NAs and SALTO networks) and the European Youth Forum
Dates	2006-2010
Title of qualification awarded	Specialist of supervision in psychosocial work
Principal subjects/occupational skills covered	<p>Postgraduate specialist study of supervision in psycho-social work</p> <ul style="list-style-type: none"> - development, models and context of supervision; communication in supervision; group and individual supervision; team supervision; creative techniques in supervision - evaluation in supervision - crisis interventions; organizational supervision - consultations and coaching - professional stress and mental health
Name and type of organisation providing education and training	University of Zagreb, Faculty of Law – Department of social work
Dates	1996-2002
Title of qualification awarded	Social worker
Principal subjects/occupational skills covered	<p>Education for social worker</p> <ul style="list-style-type: none"> - psychology, sociology, social pedagogy, criminology and social pathology, delinquency, gerontology, psychiatry, addiction - statistic, methodology of research in social work - political economy and economical politics - work with individual, group work
Name and type of organisation providing education and training	University of Zagreb, Faculty of Law – Department of social work
Dates	15.-28.9.2002.
Principal subjects/occupational skills covered	<p>Training for trainers: "Non-formal youth education"</p> <ul style="list-style-type: none"> - Learning styles, identifying training needs, identifying learning objectives, assessing learning results - Group development and group dynamics - Training and its role in international youth work - Methods and methodologies of training in youth work - Ethics and values in training context - Intercultural learning in training situations - Trainer's competence and personal development - Evaluation of training activities - In practice peer training of preparing, running and evaluating o thematic training session for other participants)

Name and type of organisation providing education and training	Council of Europe's Directorate of Youth and Spot , European Youth Center Budapest
Dates	3.-6.6.2006.
Principal subjects/occupational skills covered	Two day professional development workshop: “Participatory methodology & approaches to learning in training” delivered by Paul Kloosterman, Marko Taylor, <ul style="list-style-type: none"> - Learning during training - Role of trainer in learning process (facilitating, motivating, self-responsible learning) - Techniques of asking questions in different phases of debriefing; group decision; participative tools and approaches
Name and type of organisation providing education and training	TREF , Iblerov trg 9, Zagreb Organisation of trainers
Dates	11.-19.9.2006.
Principal subjects/occupational skills covered	Training: “Gender based violence” <ul style="list-style-type: none"> - Sex and gender stereotypes - Violence and gender based violence-concepts, definitions, theories - Gender based violence in the world - Gender based violence in context of human rights - Gender based violence in context of youth work - Activism against gender based violence
Name and type of organisation providing education and training	Council of Europe's Directorate of Youth and Spot , European Youth Centre Budapest
Dates	2008
Principal subjects/occupational skills covered	Four day, theoretical and practical education: „Experimental learning – in accordance to Outward Bound method“ , Zagreb and Velebit, delivered by Croatian Association for Outward Bound <ul style="list-style-type: none"> - Theoretical part (2 days): group dynamic, outward bound approach and methods - Practical part (2 days): on a mountain, climbing, orienting, making tent, cooking, simulation
Name and type of organisation providing education and training	Association “Play” , Sveti duh 55, Zagreb NGO
Dates	3.-6.6.2005.
Principal subjects/occupational skills covered	Two day education “Experiential pedagogy” , delivered by Dr. Mitja Krajnčan <ul style="list-style-type: none"> - Theoretical part: The meaning, goals and methods of experiential pedagogy - Practical part: Climbing on a rock
Name and type of organisation providing education and training	Association “Play” , Sveti duh 55, Zagreb NGO
Dates	Since 2002
Principal subjects/occupational skills covered	One/two day educations: <ul style="list-style-type: none"> - Therapy with puppets - Acting and education - Physical body in psychological support work - Violence - Team work - Associative cards - Trans-generational transition of violence and understanding of child's drawing - Psychiatric disorders of children and youth - Stress at work and development of personal responsibility for relationship and accomplishment - Loss and support in a grieving process - Individual youth work
Name and type of organisation providing education and training	Association “Play” , Sveti duh 55, Zagreb NGO

Personal skills and competences

Mother tongue(s) **Croatian**

Other language(s) **English**

Self-assessment

European level (*)

English

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Independent user	C2	Independent user	C2	Independent user	C2	Independent user	C1	Independent user

(*) Common European Framework of Reference for Languages

Social skills and competences

Through giving presentations, dealing with the public media, organizing social actions and performances, participating in International summer camp in Japan and through communicational training on Faculty I developed my communicational skills. I recognize verbal and nonverbal reactions of people and I respond accordingly. I'm very clear in expressing my opinions and I'm ready to hear comments and suggestions by others. I'm a good speaker and feel comfortable while presenting in public.

Working closely with students of my generation in organizing social actions, working as a coo- leader on program Modification of behavior through play and being part of and Youth Center's team, leading a team of coordinators in Association Play and training on non-formal youth education helped me to learn and develop different skills that make me a good team member and co-worker. While working in a team I contribute with my knowledge and skills and I welcome ideas from other team members. I see teamwork as a challenge, better way of reaching the goal, but as well as a possibility for my own professional improvement.

Organisational skills and competences

Founding drama group and organizing performances and social actions, coordination of program "Contact" and office management developed my organizational skills on a high level. I'm very responsible and structured in my work. I fulfill my responsibilities on time. I think that a good task division is necessary in reaching the goal. While organizing I estimate potentials and possibilities of my coworkers and I delegate tasks and coordinate work accordingly. In crisis situations I react comely and I bring order to chaotic situations.

Computer skills and competences

I confidently use Word, PowerPoint, Movie maker, Prezzi. I have participated in on-line education.

Artistic skills and competences

Though my education I was included in drama, literary, journalism, art and ecological group and I had a chance to develop my creativity. In my free time I love to take photos and to draw with crayons.

Driving licence

Driving license B category

Additional information

My SALTO profile and references: <http://trainers.salto-youth.net/SuncanaKusturin/>