



Alejandra Piot Pérez-Abadín

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WORK EXPERIENCE

08/2017 – 11/2017 A Coruña, Spain

MEDIA RESPONSIBLE AMMO LONDON

I was working for three months for a project to create training videos for the company. My tasks were from creating the script, preparation, recording and edition.

01/08/2018 – 31/07/2019 Bruxelles, Belgium

COMMUNICATIONS & INTERNAL EDUCATION DIRECTOR AEGEE / EUROPEAN STUDENTS' FORUM

I took care of the communications strategy of the organization, management of the social media and having the overview of the communications from one of our projects Why European Parliament 2.0
In addition, I had the overview of the training development in the organization. I coordinated the pool of trainers of AEGEE, called AEGEE Academy, back then, a separate organisation, currently, a committee within AEGEE.

I delivered sessions on:

- Communication in teams, during the meeting of one of the commissions.
- Introduction, gender (world café), sustainable mainstreaming (SDGs), action plan (co-trainer), evaluation - during the University of Youth and Development in 2018, within the group of AEGEE.
- What is AEGEE, European Bodies, AEGEE online tools - during an internal meeting for members of AEGEE in Yerevan, Armenia. The objective of the training was to train the members to be more involved inside the organisation.
- Teamwork, motivation, communication in teams, communication tools, EPM consultations, evaluation - during an European event of AEGEE in Georgia with members from different countries. The aim of this training was to provide skills to the participants to work within their organizations and to understand what they would like to see during the European Planning Meeting happening 3 months later.
- Facilitation of drafting sessions - during the European Planning Meeting to draft the action agenda of the next year for the association.
- Leadership introduction, management, public speaking, body language, facilitation, communication and feedback - during the European Training Course organized in Brussels, to train members of AEGEE to get into leadership positions.
- Strategic plan, sexual harassment - during a meeting with members from Germany and The Netherlands mainly, to understand what they would like to see in the next strategic plan that would last 3 years in AEGEE, and create awareness on sexual harassment in youth organizations.

04/11/2019 – 03/11/2020 Bruxelles, Belgium

PROJECT ASSISTANT EUROPEAN ASSOCIATION FOR THE EDUCATION OF ADULTS

- Assistance to the project manager with different projects
- Management of projects with the supervision of the project manager
- Supporting with social media management tasks and update of website
- General support for organisation of events
- Participation in events related to adult education (conferences, webinars, trainings...)

15/11/2020 – 20/12/2020 Bruxelles, Belgium

SOCIAL MEDIA CAMPAIGNER SIRIUS POLICY NETWORK ON MIGRANT EDUCATION

Responsible to create, develop and implement a campaign for an online event on Inclusive Digital Education.

01/02/2021 – CURRENT Bruxelles, Belgium

COMMUNICATIONS AND PROJECT OFFICER SIRIUS POLICY NETWORK ON MIGRANT EDUCATION

- General communications of Sirius
- Dissemination and communication of EU-funded projects
- Creation of audiovisual materials
- Social media management
- Support with administration tasks
- Support the Executive Director with different tasks
- Grant writing
- Project management
- Training and youth capacity building

-Manager of a project from the [European Parliament Year of Youth](#). The main training of the project took place during the University of Youth and Development in September 2022. During this training I delivered sessions on SDGs, external communication, internal communication, [policy and advocacy](#), reflection groups and evaluation.

-I facilitated different discussions through out the two years and a half in SIRIUS for projects related to children education and development of policy road maps.

-During the consortium meeting of a project (Horizon 2020), I deliver a session on how to write blogs and about conflict management in teams. In that same project, I delivered an online session on social media management and different tools to use to prepare social media content.

11/01/2022 – 18/03/2022 Bruxelles, Belgium

PROJECT COORDINATOR EUROPEAN ASSOCIATION FOR THE EDUCATION OF ADULTS

Coordinator of a project with the Ministry of Education in Spain under the DG Reform program of the European Commission. Responsible to support in organising a final conference among other tasks.

18/09/2023 – 31/08/2024 Bruxelles, Belgium

COMMUNICATIONS AND EVENT OFFICER EUROPEAN FORUM OF TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING

- Managing the social media of the organisation and the dissemination and communication materials from EU funded projects.
- Management of a KA2 on green and digital Vocational Education and Training. I was responsible for the dissemination.
- Event management and coordination

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07/2023 – CURRENT

NON FORMAL EDUCATION TRAINER SELF-EMPLOYED

- Event management training from the project MEET from the European Youth Forum - July 2023
 - Event conceptualisation
 - Project management
 - Communications
 - Case Study
 - Feedback and Evaluation
- European Training Course AEGEE - March 2024
 - Why leadership
 - Public speaking
 - Management
 - Facilitation
 - Networking
 - Communication and feedback
- Network Meeting AEGEE Brussels - March 2024
Session on creating an inclusive and safe space (regarding gender and mental health).

● **EDUCATION AND TRAINING**

09/2012 – 07/2018 A Coruña, Spain

AUDIOVISUAL COMMUNICATION Universidade da Coruña

- Media communication
- Corporate communication
- Photography

-Animation 3D

Level in EQF EQF level 6

03/2018 – 07/2018 Spain

COMMUNITY MANAGEMENT Fundación UNED

- Marketing and internet
- Why is it important to be present in social media
- Social media monitoring
- Community management

04/11/2019 – 09/03/2020 Spain

DIGITAL MARKETING Fundación UNED

- Introduction to online marketing. General concepts.
- Online advertisement I. SEO, SEM, display advertisement.
- Online advertisement II. SMM, SMO, email marketing, mobile marketing.
- Strategy and online marketing plan.

28/07/2023 – CURRENT Madrid, Spain

PSYCHOLOGY, COMMUNICATION AND MARKETING UDIMA

Website <https://psicomarketing.es> | **Level in EQF** EQF level 6

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● **LANGUAGE SKILLS**

Mother tongue(s): **SPANISH** | **GALICIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C1	C1	C1
FRENCH	B2	B2	B1	B1	B2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **DIGITAL SKILLS**

Microsoft Word | Microsoft Excel | Microsoft Powerpoint | Microsoft Office | Outlook | Zoom | Skype | Facebook | LinkedIn | Google Drive | Google Docs | Social Media | Instagram | Twitter | Microsoft Teams | Analytical skills | Tik tok

● **ORGANISATIONAL SKILLS**

Organisational skills

- Leadership
- Good organizational skills
- Team management
- Time management
- Stress management

● **COMMUNICATION AND INTERPERSONAL SKILLS**

Communication and interpersonal skills

-Good communication skills gained thanks to my volunteer experience in different leadership roles (president of an organization and part of the board of directors of AEGEE / European Students' Forum)

-Team Communication

● **JOB-RELATED SKILLS**

Job-related skills

-Good management of social media

-Good team communication

-Good leadership skills

-Proactiveness

-Creativity

-Training design

-Training delivery

● **VOLUNTEER EXPERIENCE**

09/2013 – 11/2021

AEGEE / European Students' Forum

I've been volunteering in the organization taking different roles. In the local level I was president in the local branch from my city (AEGEE-A Coruña) and in the international level, I took other positions such as Editor-In-Chief of our Annual booklet, content manager of two different projects, part of one of the commissions that makes the contact between the local branches and the board of directors and during the year 2018-2019 part of the board of directors.

As content manager I was part of AEGEE Day project (2017-2018) and Europe on Track (2019-2020). For the first one, I prepared workshops that after went in a booklet to share with the locals for them to organize activities for the birthday of the organization.

With Europe on Track, with my team we selected the ambassadors for the routes, co-created the workshops with them that they were going to deliver, and supported them during the routes online delivering workshops on Sexual Orientation and Gender Identity (SOGI) 101 and Mental Health 101. Because of the pandemic, the routes had to change from live to online, which also meant adaptation of the workshops to be delivered online, a quite successful experience.

01/2017 – 08/2022

AEGEE Academy trainer

-Mini European School March 2017 - I delivered sessions on the following topics:

- Human resources (recruitment)
- feedback (how to give and receive)
- communication (co-trainer)
- teambuilding (co-trainer)
- open space technology facilitation

-A local activity for the AEGEE Day in April 2017 on building Europe, breaking stereotypes, youth mobility, and moderation of a debate.

-Two weeks summer activity with some workshops on: Teamwork, communication in teams, conflict management, public speaking and euroscepticism.

-Workshop during the general assembly of IFMSA Spain on: How to include your organisation in your CV.

-Event for which I coordinated the content and I delivered sessions on the following topics:

- Opening session
- SWOT on the local status
- get to know each other
- network development
- Sharing best practices: Internal Education, what non-formal education means?
- Critical thinking
- open space technology facilitation

-A local activity in Warsaw for the AEGEE Day 2018: time management workshop

-Trainer during an event with participants from Belgium, The Netherlands and France mainly. I delivered the following workshops:

- communications and team management
- how to present AEGEE and sell your project
- open space technology facilitation

-Teambuilding facilitation during the meeting on one of the commissions of AEGEE.

-Participation on the University of Youth and Development 2019 with the organisation OBESSU and delivered sessions on:

- SDGs
- inclusion and integration
- facilitation of the evaluation of projects

-[Training for trainers on gender mainstreaming](#). Delivery of the following sessions:

- Sessions on gender identity and sexual orientation
- How to create a training
- How to design a training
- How to deliver sessions
- Gender stereotypes in advertisement

-Team building for the Board of Directors of AEGEE 2020-2021

-Team building for the Europe on Track team 2020-2021

-Training for trainers for the Ambassadors of Europe on Track project 2020-2021

- Training New Trainers training
- Public speaking
- Sexual orientation and gender equality (SOGI)
- Mental health during the routes
- EU Institutions introduction
- Evaluation and feedback

01/2022 – 04/2023

Euro Youth Mental Health

-Volunteer

-Social media tasks support

-Youth engagement support, took over the lead when the director was away for some months.

-I participated in the Youth 4 Health event with EYMH and WHO delivering a session as a person with lived experience with mental health issues.

01/05/2023 – CURRENT

Chrysalis

Co-founder of Chrysalis, and organization on LGBTQIA+ mental health.