

PERSONAL INFORMATION



Linda Zara

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Nationality: Italian

Date of birth: 23/07/1974

Clean driver's Licence B

WORKING EXPERIENCE:

2001 – present

Professional Partnership for both Direct and Indirect projects.

Employers

- Teamservice - Vasto 2014- Present
- Afor – San Salvo 2010-2013
- Arci - Vasto 2012
- ETS Group - Pescara 2011
- Social secretariat of:
 - ✓ San Salvo 2010
 - ✓ Castel Bolognese 2008
 - ✓ Ravenna 2007
- Seriana 2000 – Cesenatico 2008
- Associazione Battito d'ali – Bologna 2007-2008
- Associazione La Comunita' - Firenze 2001-2005

Main tasks

- **Teamservice:** collaboration as Project Manager:
 - ✓ Submission as leader of the project 'Smile Therapy' within the Erasmus Plus program - Mobility of youth workers - Partner Countries 2014-3-IT03-KA105-005083 in cooperation with Ricoclaun Association of Vasto.
 - ✓ Participate as a partner in the project "Youth Job Biomass" Erasmus Plus program KA1 - Learning Mobility of Individuals Youth mobility, Lead partner A.N.F.P.P.L. - National Association of Suppliers and Layers Pavimenti in wood and timbers
 - ✓ We are currently considering the Partnership with 'Erasmus Plus' and 'Europa Creativa' programs.
 - ✓ Teacher for professional updating courses funded by Abruzzo Region.
- **Afor:**
 - ✓ Support in the presentation of the Regional Project 'Sicurfomando 2011'
 - ✓ Teacher for professional courses funded by Abruzzo Region 2010 – 2013
- **Arci:**
 - ✓ Collaboration with youth help desk 'informagiovani' in Vasto and with Lino Salvatorelli for the funding of the project 'Giornalino dei giovani' within the program 'Gioventù in azione'
- **ETS Group:**
 - ✓ 6 months internship during the master's program 'Euro planning and access to European fundings' year 2010-2011
- **Social Secretariat of San Salvo:**
 - ✓ I've been part of the project 'il filo di Arianna' ('Ariadne's thread') held at junior high schools.
- **Social Secretariat of Castel Bolognese:**
 - ✓ I've been part of the project 'La casa delle donne' (Women's house) funded by the Municipality of Castel Bolognese.
- **Segretariato Sociale di Ravenna:**
 - ✓ I've been part of two projects funded by the municipality of Ravenna:
 1. 'Sportello informativo per famiglie' (Family's help desk)
 2. 'Centro Banca del Tempo' (Time Bank center)
- **Seriana 2000:**
 - ✓ I cooperated in the drafting of documents (publics and privates) for the acquisition of public health services management. – POR and PON fundings.

- **Associazione Battito d'ali:**
 - ✓ Project 'Past, present, future: lessons about sustainable development', funding program 'Gioventù in Azione' (Youth in action).
 - ✓ Project 'Environmental education' within POR fundings held in different schools in Bologna and surroundings.
- **Associazione La Comunità':**
 - ✓ 2 projects funded by the municipality of Grassina:
 1. 'The Community: learn together'
 2. 'Italian and European cinema : comparisons and meetings'
 - ✓ 2 projects funded by the municipality of Sesto Fiorentino:
 1. 'Peter Pan: readings for adults and kids'
 2. 'Family: parents and kids in comparison'
 - ✓ 1 project funded by the municipality of Scandicci:
 1. 'Recreational center, l'Arcobaleno'

2006 – present

Teacher

Employers

- Teamservice - Vasto 2014 – Present
- Comma srl - Vasto 2012
- Afor – San Salvo 2010 – 2013
- Associazione Battito d'ali – Bologna 2007 - 2008
- HKE - Roma 2006 – 2007

Main tasks

EDUCATION: in the field of Communication, Clinical Psychology, Occupational Psychology, Psychology evolutionary, refresher courses and apprenticeship funded by the Abruzzo Region - **Teamservice, Comma, Afor, Associazione Battito d'Ali, HKE**

MANAGEMENT TRAINING PLANS: Planning of training, organization of course, training budgets, selection of trainers, management conventions, conferences Organization - **HKE**

2005 – 2010

Psychologist

Employers

- Psychiatric Center Amaltea – Riolo Terme 2007-2010
- Psychiatric consultancies as freelance professional, 2005-2010

Main tasks

- Psychological and educational support for psychiatric patients (criminals and/or drug addicts), using projects realized within multidisciplinary teams.
- Psychological and diagnostic workup in order to support hospitalized psychiatric patients
- Group psychoterapy with hospitalized psychiatric patients
- Meetings with patients families in order to grant psychological support
- Path to social and work inclusion for adults/youngs having intellectual disability
- Planning of psychoeducational interventions and rehabilitative paths for children, teenagers and adults having developmental disabilities
- Diagnostic assessment of children having developmental disabilities through qualified tests

2001 – present

Educator

Employers

- Asilo Comunale 'Stella Maris' – Vasto Marina 2015
- Associazione Battito d'ali – Bologna 2007-2008
- Nursery school and kindergarten "Kindergarten" – Firenze 2005 -2007
- La Bottega di Merlino – Firenze 2005 -2007
- La Comunità' – Firenze 2001 – 2005

Main tasks

- Different workshops:, Music, cooking, Theater, Environmental Education,
- Support to school activities.

ISTRUZIONE E FORMAZIONE

2010 - 2011 Master in “Euro planning and access to funds”
 held at Sole24Ore, Roma
 European and community financial instruments, main community policies and European programs, Funds and fiscal subsidies for energy sources, Writing procedures of European projects, Reporting, Administrative Management and Financial Control of European Funds.

2006 – 2007 Master in “Human Resource Management”
 Held HKE srl Roma
 Recruiting process through different tools: assessment center, enneagram of personality, AT and PNL; face to face trainings, training needs analysis, planning and assessment of the training process, public speaking; personnel Director figure through the study of different topics :3 P, rewarding system, negotiation and mediation, project management, leadership, team building, business management, outplacement, meetings planning.

1998 – 2004 Psychology of Work and Organisations
 “ Università degli Studi di Firenze”
 Developmental psychology, community psychology, early childhood psychology, educational psychology, work and organizational psychology, social psychology attitudes and behavior. Theory and techniques of personality tests.

Personal Skills and competences

Mother tongue(s) Italian

Other Language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
French	B1	B1	B1	B1	A2
Spanish	A2	A1	A2	A2	A1
English	A2	A2	A1	A1	A2

A1/2 Basic user - B1/2 Independent user - C1/2 Proficient user
 Common European Framework of Reference for Languages

Communication Skills The Degree in psychology, my study and work stays abroad (London and Spain), the specialization in human resources and Europlanning and the different work experiences gave me the chance to have continuous social relationships, where I could compare myself to different cultural situations, increase my listening ability and establish good interpersonal relationships and effective relationships within the teamwork.

Organisational / managerial skills I have a strategic mindset and a strong focus on results. Abilities to perform (complex) analyses and synthesis. Critical and logical thinking, powers of observation and ability to apply thoughtful reflection in the workplace. I organize and coordinate using plans to achieve results (Gantt and Pert).

Professional Skills

COMMUNITY PLANNING TECHNIQUES:

- LOGFRAME
- PERT AND GANTT CHARTS
- PROBLEM TREE
- CPM

CLINICAL PSYCHOLOGY:

- FUNCTIONAL ASSESSMENT (TESTS) OF PROBLEM BEHAVIOR: **Scod, Sdq, Tri, Seds,** VINELAND, ICF, PEP3, TTAP, LEITER R, GRIFFITH MENTAL DEVELOPMENT SCALES, PARENTING STRESS INDEX

Computer skills -competent with most Microsoft Office programmes, Linux, Internet Explorer.

"I authorise the use of my personal data in compliance with Legislative Decree 196/03".

Luogo e Data__Vasto __9/03/2016__

Firma_____ *Linda Zara* _____