

PERSONAL INFORMATION

Paula-Mariana BEUDEAN

 41A, Oasului St., Cluj-Napoca, 400268, Romania

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Sex Female | Date of birth 01/04/1981 | Nationality Romanian

POSITION PhD Candidate in Political Science

WORK EXPERIENCE

August 2012-Present

Project manager

Danis Foundation for Management Development, 22/2 Nicolae Titulescu St., Cluj-Napoca, Romania (www.fundatiadanis.ro)

§ Responsible for grant-seeking, grant-writing, community fundraising, project management for various projects, local and international, on entrepreneurship education, professional development for youth, internships for university students, social entrepreneurship, corporate social responsibility, and financial education. Also, responsible for the communication and fundraising strategy of the organization.

Business or sector non-governmental, entrepreneurship, management development, social responsibility, non-formal education

September 2015-June 2017

Trainer in yourKITE project, within KA2 Erasmus+

Danis Foundation for Management Development, 22/2 Nicolae Titulescu St., Cluj-Napoca, Romania (www.fundatiadanis.ro)

▪ Contribute in the intellectual outputs: developing a toolkit on entrepreneurship, media and communication, volunteering and career counselling; developing a distance learning platform on the same issues; online and face to face trainings for youth on entrepreneurship, media and communication, volunteering and career counselling; writing an insight report. Responsible with the dissemination of the project's activities and results in Romania.

Business or sector non-governmental, entrepreneurship, management development, non-formal education

November 2014-October 2016

Researcher in I SEE YOU project, within KA2 Erasmus+

Danis Foundation for Management Development, 22/2 Nicolae Titulescu St., Cluj-Napoca, Romania (www.fundatiadanis.ro)

§ Responsible for the Project Identity Kit and to contribute directly to Practice Manual, Key Entrepreneurship Competences Research, Youth / Multiplier Activation Action Plan, Entrepreneurship Trainings, Business Angel Support Network, and Business Simulation Tool.

Business or sector non-governmental, entrepreneurship, management development

February 2015-January 2018

Senior Expert in EM VII and EM VIII, within the Erasmus for Young Entrepreneurs

Danis Foundation for Management Development, 22/2 Nicolae Titulescu St., Cluj-Napoca, Romania (www.fundatiadanis.ro)

▪ Promotion of the programme, recruitment of entrepreneurs, assessing entrepreneurs' applications, building relationships, management of contracts and commitments, preparation and follow-up of the exchanges, reporting, active networking.

Business or sector non-governmental, entrepreneurship, management development

September 2015

Trainer in the "The next step: NGOs and CSR" training course, within Erasmus+ KA1

Danis Foundation for Management Development, 22/2 Nicolae Titulescu St., Cluj-Napoca, Romania (www.fundatiadanis.ro)

▪ Co-developing and co-providing a training on Corporate Social Responsibility for 30 youth workers from 12 European countries, in partnership with PrismsMalta.

Business or sector non-governmental, entrepreneurship, CSR, non-formal education

- August 2014–November 2015 **Entrepreneurship Education Expert (Project ID 137510, EFS, POSDRU 2007-2013)**
 Danis Foundation for Management Development, 22/2 Nicolae Titulescu St., Cluj-Napoca, Romania (www.fundatiadanis.ro)
 § Supervising and training university students in developing and managing virtual/practice enterprises.
Business or sector non-governmental, entrepreneurship, management development
- May 2012 – January 2014 **Technical assistant in “Future Europeans Entrepreneurs”, within the Erasmus for Young Entrepreneurs**
 Danis Foundation for Management Development, 22/2 Nicolae Titulescu St., Cluj-Napoca, Romania (www.fundatiadanis.ro)
 ▪ Promotion of the programme, recruitment of entrepreneurs, assessing entrepreneurs’ applications, building relationships, management of contracts and commitments, preparation and follow-up of the exchanges, reporting, active networking.
Business or sector non-governmental, entrepreneurship, management development
- October 2008 - Present **Associate teaching position**
 “Babes-Bolyai” University, The School of Political, Administrative and Communication Sciences, 71 Traian Mosoiu St., Cluj-Napoca, Romania (www.apubb.ro)
 ▪ Prepare and teach the following classes for the Nongovernmental Organizations Management Master Program:
 - Fundraising for non-profit organizations
 - Marketing, Advocacy, Lobby, and Volunteering for non-profit organizations
 ▪ Prepare and teach the following classes for the Project Management Master Program:
 - Institutional fundraising / grant-seeking
 ▪ Collaborate on the following classes in the Political Science Department: Qualitative methods of research, Public Policy, Public Policy Analysis, Project Management.
Business or sector education, university, formal education
- July 2008 – June 2012 **Head of Programmes Department**
 The Romanian Foundation for Children, Community and Family, 6 Rene Descartes, Cluj-Napoca, 400486, Romania (www.frccf.org.ro)
 Responsible for the coordination of all the programs of the organization:
 ▪ Assure coordination and leadership for all the FRCCF’s programs and projects (the foundation serves almost 10,000 people from three counties, working in 6 urban community centres from 4 cities, and in 4 rural communities)
 ▪ Propose and administrate the organization’s budget
 ▪ Provide leadership and supervise directly six local managers and indirectly other 80 employees
 ▪ Represent the organization at the local and regional level, involve the organization in strong and efficient networks, and lobby for the organization’s mission
Business or sector non-governmental, social services
- September 2007 – July 2008 **Distance PR Coordinator and fundraiser**
 The Romanian Foundation for Children, Community and Family, 6 Rene Descartes, Cluj-Napoca, 400486, Romania (www.frccf.org.ro)
 Responsible for external and internal communication:
 ▪ Editing of advertising materials, newsletters, annual reports and website
 ▪ Creating and developing an internal newsletter
 ▪ Updating staff and board members with organizational activities
 ▪ Writing proposals to seek corporate funding
Business or sector non-governmental sector, social services
- September 2007 – May 2008 **Research Assistant**
 Centre for Community Research and Service, 297 Graham Hall, University of Delaware, Newark, DE, 19716, United States
 ▪ Writing and editing *Kids Count. Families Count in Delaware Fact Book 2008*; assisting in organization of book release and distribution; performing research to obtain corporate funding.
Business or sector non-governmental, university, research
- April 2006 – August 2007 **PR Coordinator and fundraiser**
 The Romanian Foundation for Children, Community and Family, 6 Rene Descartes, Cluj-Napoca, 400486, Romania

- While in Romania, I performed additional activities to those I handle in my capacity as a distance PR Coordinator. These included:
- Developing and maintaining relationships with national and local media
 - Organizing press conferences and image or charitable events
 - Solving internal and external communication crises
 - Representing the organization in Romanian NGDO Platform (FOND) meetings
- July 2005 – April 2006 **Business or sector** non-governmental, social services
News Editor / Broadcaster
 Radio Guerrilla Cluj, 118, Bd. 21 Decembrie 1989, Cluj-Napoca, 400604, Romania
- Editing and broadcasting news
 - Developing and maintaining relationships with information sources (public institutions, politicians, elected officials, non-profit organizations, major economic actors)
- July 2004 – July 2005 **Business or sector** mass-media, network radio
News Editor / Broadcaster / Local Correspondent
 Radio 21 Cluj, 38, Octavian Goga, 400698, Cluj-Napoca, 400604, Romania
- Editing and broadcasting local and national news
 - Developing and maintaining relationships with news information sources
- 2001 - August 2007 **Business or sector** mass-media, network radio
Volunteer
 BBC Radio Romania, Mix FM Radio, Radio Renasterea, local newspaper *Monitorul de Cluj*, financial newspaper *Ziarul Financiar*, student magazines (*Carusel*, *Campus UBB*, *UniPlanet*), student radio program (*Studenti pe unde*), The Organization of Students in Journalism, D-Media Association, Media Observer Association, "Memory" Cultural Foundation, Cafe Quo Vadis (Cluj-Napoca, Romania)
- Reporting
 - Editing
 - Handling of promotional responsibilities
 - Additional active member tasks and duties
- Business or sector** mass-media, non-governmental

EDUCATION AND TRAINING

- October 2014-Present **PhD in Political Science**
 "Babes-Bolyai" University, The School of Political, Administrative and Communication Sciences, Cluj-Napoca, Romania
- Corporate Social Responsibility and International Development
- October 2012 – July 2014 **MA in International Development**
 "Babes-Bolyai" University, The School of Political, Administrative and Communication Sciences, Cluj-Napoca, Romania
- International Development Theories, International Organizations, Global Health, Migration, Transition to Democracy, Community Development, Peace-building, Comparative Politics in Developing Nations, Project Management
- November 2012 **Certification of Completion of the Executive Education Certificate Program - Corporate Social Responsibility Strategy and Management: Creating Shared Value through Collaborative Sustainable Development**
 McGill University, Institute for the Study of International Development, Montreal, Canada
- CSR theories, International Legal Structures and Codes of Conduct, The Role of International Financial Institutions in CSR, The NGOs and Corporate Perspectives on CSR, Appreciate Inquiry and CSR, Sustainable Development and CSR, Evaluating CSR Programs
- April 2009 **Authorized trainer**
 IC Consulting, Cluj-Napoca, Romania
- Training methods, tools, assessment
- February – May 2008 **Certification of Completion of the Non-profit Management Certificate Course**
 CCRS, University of Delaware, Newark, USA
- Strategic Planning, Management and Leadership, Financial Management, Marketing and PR, Fundraising, Lobby and Advocacy
- August 2007-June 2008 **Visiting student**
 University of Delaware, Newark, USA

October 2005 – July 2007

- Management and Organizational Behaviour, Human Resource Management, Management Decision-Making, Strategic Planning, Leadership for Vulnerable Population, Proposal Writing, Leadership and Community Development, Statistics
- MPA in NGOs' Management**

"Babes-Bolyai" University, The School of Political, Administrative and Communication Sciences, Cluj-Napoca, Romania

- Public Management, Strategic Planning, NGOs' Management, Project Management, Human Resource Management, Conflict Management, Public Policies, Ethics in Management, Social Capital, Financial Management

October 2000 – February 2005

Bachelor in Journalism

"Babes-Bolyai" University, The School of Political, Administrative and Communication Sciences, Cluj-Napoca, Romania

- Written press, radio, TV, PR, organizational communication, verbal and non-verbal communication

February – July 2004

Erasmus student

University of Nantes, Nantes, France

- Inter-cultural communication, communication's legislation, communication and technology

PERSONAL SKILLS

Mother tongue(s)	Romanian				
Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
	TOEFL				
French	B2	B2	B1	B1	B1
	DALF				

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

Communication skills

- Communication, mediating, diplomacy skills gained mainly through my experience as a journalist, PR coordinator and project manager.

Organisational / managerial skills

- Results-oriented, intensely attentive to details, accurate, analytical and critical thinking skills, accomplished in organizing public events and coordinating teams of 7 to 80 people in different projects.

Job-related skills

- Project management skills, based on the numerous projects coordinated in my 10 years of experience in the Romanian NGO sector.

Computer skills

- Good command of Microsoft Office™ tools, Wordpress, Concrete5 acquired during my studies and work experience.

Other skills

- Artistic skills acquired in the High School of Fine Arts that I graduated.

Driving licence

- B

ADDITIONAL INFORMATION

- Publications
- Presentations
- Projects
- Conferences
- Seminars
- Honours and awards
- Memberships
- References

PUBLICATIONS:

- Fundatia Danis, 2015, Country Analysis of Key Entrepreneurship Competencies – Romania, available at http://www.iseeyou-network.eu/files/3014/3193/5846/Country_Analysis_Romania.pdf*
- Crisan, C., Calin, A., Oltean, A., Badescu, C., Haruta, C., Ildovan, O., Balica, D., Beudean, P., Moldovan, B., Good practices guide for career counselling and orientation, internships and practice enterprises). Accent, 2015.*
- Fundraising (handbook), Cluj-Napoca, 2013, written and published within POSDRU/86/1.2/S/60072 project.*
- Marketing, advocacy, lobby and volunteer (handbook written together with Laura Irimieş), Cluj-Napoca, 2013, written and published within POSDRU/86/1.2/S/60072 project.*
- Employee Retention. Building Organizational Commitment. Recommendations for Non-profit Organizations, in The Transylvanian Review of Administrative Sciences, Cluj, 2009*
- Romanian Higher Education in Ten Years. Using Scenarios in Strategic Planning, in Case studies in strategic planning (Calin Emilian Hintea, ed.), Cluj, 2007.*
- Suburban Wedding, in Made in Romania (Ruxandra Cesereanu, ed.), Cluj, 2005.*

TRAININGS

- Visual communication and media training • Norsensus Mediaforum (Oslo, Norway) (October 2015)
- Volunteering, trainers methodology and labour issues training • FRW and FRSI (Warsaw, Poland) (November-December 2015)
- How CSR works? • NIFSP – Erasmus+ Youth National Agency (Budapest, Hungary) (November, 2014)
- Coalition building; European program of cooperation for development • FOND and Grupa Zagranica (the Romanian and the Polish platforms of the NGOs involved in the EU program *Cooperation for Development*) (12/2006)
- European Union structural funds, proposal writing • Romanian Institute of Training (11/2006)
- Management and Planning in Fundraising • Association for Community Relations (9/2006)

OTHER PROJECTS COORDINATED

- "I want to finish school too!", European Social Fund financed project, for 400 children at risk of dropout from four counties from Romania. **Project manager (2010-2012)**.
- "Increasing capacities, increasing chances", for 1600 children and 1200 low-income families from three counties from Romania, financed by a private international foundation. **Project manager (2009-2012)**.
- "Community centre for children from low-income from Campia Turzii" for 150 children and 150 families from Campia Turzii, Romania, financed by NOKIA Romania. **Project manager (2010-2012)**.
- "Together for Children! Community Centres for Children from Low-Income Families", for 100 children from Cluj-Napoca, financed by Cluj-Napoca City Hall. **Project manager (2008-2010)**.
- "Prevention of Migration of Minors from Maramures", for 65 children and 15 teachers and their students, from Maramures, Romania, financed by Hors la Rue (France). **Project manager (2008-2010)**.

MEMBERSHIPS

- ARCADIA (Romanian Association for International Cooperation and Development) since 2012.
- Alumni Association of Public Administration School ("Babes-Bolyai" University) since 2009.