

Personal information

Name and surname **Ivana Vretenar**

Work experience

June 2019 - today Position	Project FranCro – The Food Waste Network (CeKaDe) Project Manager
November 2018 – today Position	Project IT System for Food Donations (CeKaDe) Project Manager
June – November 2018 Position	Project Food and Community (ESF) (CeKaDe) Administrator and Finance Manager
March – June 2018 Position	International Conference “Fashion Week 2018: Food: Policy & Innovation” Coordinator
June – September 2017, 2018 Position	Industiral Projects d.o.o. Recepcionist
January - December 2016 Position	Association EU Klub, Project „6th School of Sustainable Development“ Project Manager
June – September 2015 Position	MUP Receptionist
2005 - today Position	Chess Club Pula, International Open Chess Tournament „Pula Open“ Member of the Organization Committee

Volunteer experience

2016 – 2018	SOS Rijeka – Center for Nonviolence and Human Rights (legal team)
March - June 2016	Association Centre for the Culture of Dialogue (CeKaDe), Project & Programme „My Place Under the Sun“
February 2015 - today	Civil Initiative „No VAT on Food Donations“
November 2014 - May 2015	Startup Incubator Rijeka; IM-TIM, project RenTime
December 2013 - today	County Court in Rijeka, Department for Support Victims and Witnesses
June 2013 - March 2014	Association EU klub, Project „Learn, Write, Realize!“
August - November 2013	Association EU klub, Project „Ready, Steady, Work!“

Education

2006 - today	Faculty of Law, University of Rijeka
2002 – 2006	High school, Pula Gymnasium

Languages

Reading
Writing
Speaking

English	Deutsch	Italian
C1	A2	B1
C1	A2	B1
C1	A2	B1

Skills and competences

Social skills and competences	Team spirit; easy adjustable in multicultural environment
Computer skills and competences	Very good and active use of computer, Microsoft Office tools and Internet
Organizational and communication skills and competences	I've been in the organization of numerous events trough years and I really enjoy working with people and always willing to help others. I'm very proud to be part of the Croatia's biggest Open Chess Tournament for many years
Other skills	Special knowledge regarding human rights gained in educations Good research skills

Driving license

B category
Years of experience: 13

Additional information

Participation on educations

20 - 24 May 2019	ERSTE Foundation NGO Academy Masterclass #1 „Digital Transformation and Social Innovation“, Berlin, Germany
8 – 11 May 2019	ERSTE Foundation NGO Academy „Social Innovation and Management Programme 2018“, IV modul „Social Innovation and Scaling“, Barcelona, Spain
6 September 2018	Leadership in non-profit sector, Association for Civil Society Development Smart; Rijeka
12 March – 16 June 2018	ERSTE Foundation NGO Academy Social Innovation and Management Programme 2018, Vienna, Austria
4 - 7 April 2016	Education and Networking of Youth and Youth Associations on the Development of Projects Financed from the Funds of European Structural and Investment Funds (ESIF) Targeted at Young Members of the NEET Group, Croatian Youth Network and Autonomni centar ACT; Orahovica
9 March – 22 April 2015	„General Course on Intellectual Property“, World Intellectual Property Organization and State Intellectual Property Office of the Republic of Croatia (online course)
June 2014 – March 2015	„Academy of Regional Development and EU Funds“, Ministry of Regional Development and EU Funds of the Republic of Croatia; Rijeka and study visit to Bruxelles, Belgium
November 2014 – February 2015	„Microsoft Software Startup Academy“ - education included workshops on business models, business plan writing, marketing and also workshops on designing applications, Microsoft Croatia; Rijeka
March – June 2014	„Socially Responsible Entrepreneurship“ – education on starting a business with positive impact on society, University of Rijeka; Rijeka
2 – 7 September 2013	„Summer School on Human Rights“, Faculty of Law, University of Rijeka and Croatian Human Rights Center in Novi Vinodolski; Novi Vinodolski
25 February – 1 March 2013	Little School on Human Rights: „Physical Aspects of Freedom as a Basic Human Right“, Faculty of Law, University of Zagreb and European Law Students Association Zagreb; Zagreb
October 2012 - March 2013	„Idea to Project, Project to Funding II“, Association EU klub; Rijeka

Participation on symposiums

- 9 – 11 May 2014 „European Youth Event“, European Parliament; Strasbourg, France
- 13 April 2013 1st Students' Symposium on Human Rights „Students for Human Rights“, Croatian Medical Students' International Committee; Rijeka (presentation on the theme: „Human Rights Protection in the Republic of Croatia“)

Participation on workshops

- 24 – 25 January 2019 ERSTE Foundation Regional Programme: Advanced: Maximising EU Funding Opportunities for Charities and Social Enterprises - a Practical Approach, Budapest, Hungary
- 21 – 23 January 2019 ERSTE Foundation Regional Programme: Leadership in Civil Society, Ljubljana, Slovenia
- 8 – 9 November 2018 ERSTE Foundation Regional Programme: Social Impact – how and why measure it?; Zagreb
- 4 – 6 October 2017 Workshop on Designing and Developing Ideas for Potential Applicants for ESF (European Social Fund) Grants, Government of the Republic of Croatia Office for Cooperation With NGOs and WYG Consulting Ltd.; Rijeka
- 21 – 23 November 2014 „1st ADRIATinn STARTUP WEEKEND“, Faculty of Engineering, University of Rijeka; Opatija
- 14 November 2013 „PR for Non-governmental Organizations“, Association for Civil Society Development Smart; Rijeka

Participation on projects

- 19 – 24 October 2015 Erasmus+ Youth Exchange „Where in Europe...?“, AEGEE Praha; Prague, Czech Republic (national team leader)

Participation in competitions

- February – May 2015 „Moot Court Croatia“, Students Association eStudent; Zagreb

Honors and awards

- 2016 Ministry of Justice of Republic of Croatia Award for Special Contribution to the Work of Department for Support Victims and Witnesses in County Court in Rijeka
- 2015 Ministry of Justice of Republic of Croatia Award for Greatest Number of Volunteer Hours Achieved in all Departments for Support Victims and Witnesses in the Republic of Croatia
- 2014 Ministry of Justice of Republic of Croatia Award for Special Contribution to the Work of Department for Support Victims and Witnesses in County Court in Rijeka

Published articles

- 2017 „[Misdemeanor Proceedings in Case of Domestic Violence](#)“
- 2016 „[Divorce \(when spouses have under age children\)](#)“

Publications

„Personal care contacts“, booklet, 2017., Rijeka (coauthor; published as a part of the SOS Rijeka – Center for Nonviolence and Human Rights project „With Wisdom Against Violence Towards the Wisest“; funded by Ministry of Demographics, Family, Youth and Social Policy)

Working Groups

April – May 2019	Commission for the Drafting of the Regulation on Food Donations (Ministry of Agriculture)
Position	Member
July 2018 – today	Working group on Food (Food and Community)
Position	President
November 2017 – March 2019	Working Subgroup for Improving Food Donations System (Ministry of Agriculture)
Position	Member

Memberships

Organization	Association Centre for the Culture of Dialogue (CeKaDe)
Position	Executive Director (July 2018 - today) Secretary General (December 2017 – July 2018) Member (March 2015 – today)
Organization	Association EU klub
Position	President (June 2014 – March 2019) Member (March 2013 – March 2019)