

PERSONAL INFORMATION

Livija Rojc Štremfelj



 Cvetkova cesta 7, 5282 Cerčno, Slovenia

 00386 31 508 734

 livija.rojc@gmail.com

 <https://si.linkedin.com/in/livija>

 Skype livija77

Sex Female | Date of birth 31/05/1977 | Nationality Slovene

PREFERRED JOB

SPEAKER/TRAINER

WORK EXPERIENCE

February 2007 – today

Project coordinator, Educator, Fundraiser

Agencija LARS, Institution for culture, education and consulting, Cerčno, Slovenia

- Leading several educational projects – brihta.rocks, zgaga.me, The Playground (agencija-lars.si/The-Playground)
- Fundraising consulting, projects execution consulting, strategic and organisational structure consulting
- Translation, editing and language courses

Business or sector non-profit organisation, consulting agency

November 2013 – today

Senior Lecturer

School of Business and Economics, University of Ljubljana, Slovenia

- Senior Lecturer from April 2023
- Fundraising, Social economy
- Co-author of yet unpublished student book on Non-profit Management

Business or sector public sector, education

February 2022 – today

Guest Lecturer

School of Advanced Social Studies, Slovenia

- Non-profit management, Fundraising, Social economy, Social Impact

Business or sector public sector, education

October 2012 – today

Speaker

Topics: The Playground – Play to Efficiently Run your Non-profit Organisation, Who says, it can't be done, Fundraising Basics, Strategic Planning, Learning how to learn, Negotiations in Everyday Life, Time and Energy Management, Digital fundraising, Just buy this machine already (Sharing learnings from fundraising for the CAR-T machine)

Congresses or Organisations hosting me:

2023 – Slovenian Philanthropy (Slovenia), Fundraising LT (Lithuania), Myeloma Patients Europe Masterclass 2023 (Dubrovnik, Croatia), Croatian Fundraisers' Fundraising Meet-up 2023 (Croatia), European Research Network on Philanthropy Conference 2023 (Croatia)

2022 – International Fundraising Congress (NL) CEE Fundraising Conference (Slovakia), Internal Fundraising training for Patients' Organisation for Novartis, Regional Centre Boreo, Cultural Association Jurij Flejšman

2021 –Elementary School Škofije, Polo Tecnico Cankar Vega Zois (Italy), Središče Consulta, Stičiče Središče, Slovenian Philanthropy, Slovenian Association of Friends of Youth, Red Cross Slovenia – Ljubljana, Educational Centre Boreo

2020 – Foundation for Funding Disability and Humanitarian Organisations in the Republic of Slovenia (internal training); Regional NGO centre of Gorenjska region GROZD; Slovenian Philanthropy

2019 – Scientific Research Centre Bistra Ptuj (training for associations)

2018 - National forum of Slovenian charities, Republic of Slovenia Public Fund for Cultural Activities, Deaf and Hard of Hearing Clubs Association, Institute PIP, Maribor

2017 – Online webinar in fundraising skills (143 attendees from Slovenia)

2016 – Europa Donna Balkan Meeting, 4. Slovenia Fundraising Congress, Ljubljana, MOCIS, Slovenj Gradec, Republic of Slovenia Public Fund for Cultural Activities, The Fruits of Society House, Vipava, Kašča, Škofja Loka, Folk high school in Žalec, Cene Štupar, Ljubljana, Infrac Tolmin, Institute for education and arts (ZIK Črnomelj)

2015 - Rotunda, Koper, Regional NGO center for Goriška Region Planota, Folk High School Kranj, International School of Business Ljubljana

2014 - 3. Slovenia Fundraising Congress, Debeli Rtič, Rotunda, Koper, Regional NGO centre for Goriška Region Planota, Kosovelov Dom, Sežana, National forum of Slovenian charities

2013 – 2. Slovenia Fundraising Congress, Ajdovščina

2012 – 1. Slovenia Fundraising Congress, Cerklje

Business or sector non-profit sector organisations, networks full of curious people

January 1999 – today

Freelance Translator – part-time

Several international companies from Italy, Hungary, Netherlands, Latvia, Indonesia, China, UK

- Translating, editing and proofreading according to client's needs
- More than 700.000 words translated, edited and in the last 24 years.
- Fields: General, non-profit, clothing and shoes, medical (general) social sciences, advertising, technical, food and similar

Business or sector international translation companies (see Statements of Work)

March 2007 – September 2013

Project director, fundraiser

Društvo za pomoč trepečim in bolnim, Ljubljana, Slovenia

Business or sector iNGO, cultural and health institution

March 2004 – February 2007

Project coordinator, Translator, Fundraiser

Ana Monro Theatre, Ljubljana, Slovenia

- Ana Desetnica festival coordination, youth projects
- Copywriting, editing and translation
- Co-founder of ŠUGLA – School of Street Theatre

Business or sector NGO, cultural institution

March 2001 – March 2003

Registration clerk, Quality Check and Translator

International Organization for Migration, Ljubljana, Slovenia

- GFLCP project, counter-trafficking projects
- Data management, administrative work
- Translation of all PR materials, brochures and research reports

Business or sector International organisation, non-profit

September 1999 – September 2001

Librarian, Student demonstrator – part-time

Faculty of Arts, Department of Spanish language and literature, Ljubljana, Slovenia

- Student demonstrator in the department library

Business or sector Faculty, educational institution

January 1999 – March 2001

Translator, Subtitler – part-time

Videoart d.o.o., Ljubljana, Slovenia

- Translating and subtitling TV movies for Halcom

Business or sector company, media

EDUCATION AND TRAINING

2002 - 2007

Master of Science – Non-profit management

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Faculty for Social Sciences, Ljubljana, Slovenia

- Sociology, HR management, Negotiation, Economics and financial planning, Economy, Fundraising, Strategic management, Law
- Thesis: Street theatre festival financing

1996 - 2002

Bachelor of Arts – English and Spanish language and literature

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Faculty of Arts, Ljubljana, Slovenia

- British and American Literature, Poetry and Prose; Roman and Germanic Philology, Didactics, Andragogy, Historical Grammar of Germanic and Roman languages, Morphology, Phonetics, Word formation and Syntax, Translation Sciences, Philosophy, Latin.

1992 - 2002

High school Graduate

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Gimnazija Poljane, Ljubljana, Slovenia

- High School specialising in language education - English, Spanish, German and Latin

PERSONAL SKILLS

Mother tongue(s)

Slovene

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Spanish	C1	C2	C1	C1	C1
Serbian	C1	C1	B2	B1	A2
Croatian	C1	C1	B1	B1	A2
Portuguese	B1	B2	A2	A2	A1
German	B2	B2	B1	A2	A2
Italian	B2	B2	A2	A1	A1
French	A2	A2	A1	A1	A1

Communication skills

- good communication skills gained through my experience as a manager of several projects
- good listener and adviser, gained by working with young people and people in need

Organisational / managerial skills

- leadership (throughout my work for non-profits responsible for teams of 5 - 50 people)
- organisation (managed and cooperated on about 300 events for 15 up to 35000 people – festivals)
- management (I put the theoretical knowledge gained at the faculty to work – in 25 years I managed to provide more than 25 jobs in non-profit organisations)
- company ethics – I stick to agreements, I work hard for the common goal, I am persistent

Job-related skills (translation)

- always on time
- as quick as possible, but never risking the quality of the work done
- efficient and effective

Artistic skills

- Creative, active in several artistic projects, I write scripts, poetry and blogs (www.zgaga.me)
- I crochet toys for children and pets
- I published a board game about the local cultural heritage pearl – Laufarji
- I wrote guidebooks – The Playground – Play to Efficiently Run your Non-profit Organisation, Zgaga vsakič zmaga, Negotiations in EveryDay Life, How to learn, How to learn 2

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Proficient user	Independent user	Proficient user

Other computer skills

- good command of TRADOS, SDLX, MemoQ and several text processing tools, gained with 23 years of translating
- good command of Office suite (word processor, spread sheet, presentation software)
- good command of Adobe Photoshop gained as an NGO project leader, Facebook publisher, etc.
- good command of SPSS (research tools), gained with doing project research work
- other programmes I have learned using during my project work Open Office.org, Mail Chimp, Mailerlite, mass e-mail service provider, Mendeley,
- good command with CMS like Joomla, Wordpress, Typo3 and MyPortal 2.0, which I also use when building, editing, writing copies for websites of the projects I do

Other skills

- Fundraising – non-formal courses taken abroad
- Writing, copywriting
- Public relations – learned by doing – project work
- Websites – learned by doing – project work
- Accounting – learned by doing – project work
- Budgeting, project management
- DJ on private parties

Driving licence

B, G, H

ADDITIONAL INFORMATION

Certifications

- Certified Fund Raising executive, CFRE International 2015-2024
- Certification exam in Education, Ministry for Education and Sport, Republic of Slovenia
- Certification exam in General Administrative Procedure Act, Ministry of Public Administration, Republic of Slovenia
- Learning to Teach Online Coursera Course Certificate
- Introduction to Criminology: Explaining Crime Udemy Course Certificate

Projects

- Slovenia Fundraising Congress (main organiser)
- Red Noses Slovenia (project leader for 6 years)
- Red Cross Slovenia (PR and fundraiser for a project)
- Ana Desetnica Street Theatre Festival (coordinator, fundraiser, translator for 7 years)
- Life-long learning festival (project leader – from 2008 – 2016)
- Festival ALA (2008 – 2012)

Memberships

- Translators without Borders – member since 2020
- European Fundraising Association – Delegate for Slovenia
- European Research Network on Philanthropy
- Društvo Prijatelji Cerknega - vice-president

ANNEXES

- Scans of BA and MSc degrees