



Europass Curriculum Vitae



Personal information

Surname(s) / First name(s) **Guggenberger-Senn Verena, lic. phil. I, Dipl. Coach**
Address(es) Möderndorf 73, 9620 Hermagor, Austria
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E-mail office@crystalconsult.at

Qualification

Senior Coaching Expert
Expert for Project Cycle Management, Workshops & Moderation
Regional Development, Community Development, Gender Issues

Work experience

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| Dates | 2004 to date |
| Occupation or position held | CEO and owner of Crystal Consult Coaching www.crystalconsult.at |
| Main activities and responsibilities | Coaching for senior managers, teams and organisations Planning, follow-up and evaluation of projects Organisational assistance and conducting workshops on local, regional and national level Nominated member of a LEADER Steering Committee in Austria responsible for implementing projects financed through EU-Structural Funds and Cohesion Funds |
| Name and address of employer | Crystal Consult, Möderndorf 73, A-9620 Hermagor, Austria |
| Type of business or sector | Coaching, project management, workshops and moderations |
| Dates | 2002 - 2003 |
| Occupation or position held | Coach, Counsellor |
| Main activities and responsibilities | Technical assistance to the network "frauen.unternehmen.was" (women in economy with social responsibility) |
| Name and address of employer | Familienforum Mölltal, A-9821 Obervellach 32 |
| Type of business or sector | Project management, team development |

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| Dates | 1990 to date |
| Occupation or position held | International Consultant |
| Main activities and responsibilities | International consultancy in Europe, Africa and the Caribbean Planning, technical assistance and evaluation of bilateral and trilateral projects in the frame of international co-operations (see References) |
| Name and address of employer | International and national organisations, e.g. ERDB, GTZ, Ministry for Foreign Affairs Austria, Austrian Development Agency (ADA), Caritas Switzerland etc. |
| Type of business or sector | International project management, technical assistance, evaluations |
| Dates | 1999 - 2002 |
| Occupation or position held | Project Coordinator, Regional Communication Center |
| Main activities and responsibilities | Set up and management of the regional communication centre "NOREIA" in Hermagor, Austria <ul style="list-style-type: none"> - Planning of projects, fund raising, implementation of projects especially in the fields of conscientisation, gender mainstreaming and economic development of women - Elaboration and implementation of training- and conscientisation programmes - General PR and public project presentations |
| Name and address of employer | Nova Carnica, Hafnergasse 3, A- 9620 Hermagor, Austria |
| Type of business or sector | Project management, training, conscientisation, EU – gender projects, PR |
| Dates | 1984 - 1989 |
| Occupation or position held | Executive Project Director of Diocesan Development Office, Tanzania |
| Main activities and responsibilities | Set up and management of the Diocesan Development Office of the Archdiocese of Mwanza, Tanzania. Co-ordination of all project activities including financial responsibility and reporting Planning and implementation of workshops in Mwanza Region Member of the "Administration Board of the Archdiocese of Mwanza" Co-ordination and networking with other development initiatives in the region |
| Name and address of employer | Archdiocese of Mwanza, P.O. Box 398 Mwanza, Tanzania |
| Type of business or sector | Project management, adult education, public relations, networking, human resources development |
| Dates | 1980 - 1984 |
| Occupation or position held | Desk Officer West and Northern Africa |
| Main activities and responsibilities | Elaboration of project concepts originating from the regions West Africa, North Africa and Europe Responsible for project monitoring and implementation according to contracts. Communication with project partners Field visits, reporting to agencies and donors Participation at donor meetings and conferences on international level |
| Name and address of employer | Swiss Catholic Lenten Funds, CH-6002 Lucerne, Switzerland |
| Type of business or sector | International project monitoring, public relations |
| Dates | 1972 - 1980 |
| Occupation or position held | Teacher |
| Main activities and responsibilities | Teacher at primary school |
| Name and address of employer | Department for Education of Kanton Zürich, Switzerland |
| Type of business or sector | Teaching |

Education and training

(relevant extract)

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| 2011 | Organizational Development, Trigon Munich, Germany |
| 2010 | Capacity Works, Project Management Design (GTZ), Austria |
| 2009 | Evaluation Schemes, bfi&FGÖ, Austria |
| 2006 | Team Development, FGÖ, Austria |
| 2006 | Monitoring Regional Development Projects, KWF, Austria |
| 2005 | Approval as certified and registered coach in Austria |
| 2004 | Certificate as coach for economic and social affairs |
| 2002 – 2003 | Coaching- training at WIFI Klagenfurt, Austria |
| 1994 | Process Oriented Monitoring of Projects and Resources, GTZ - Bonn |
| 1985 – 1986 | Certificate course: “DELTA-Training” (Adult Education and Training for Transformation), Catholic Bishop-Conference, Kenya |
| 1972 – 1980 | Licentiate Degree at Philosophic Faculty I of University in Zürich: Subjects: Pedagogic , Ethnology, Pedagogic for Integration University of Zürich, Switzerland University of Tübingen, Germany |
| 1970 – 1972 | Teacher College Zürich, Switzerland Certificate as primary school teacher |

1970 Matura

Level in national or international classification ISCED 7

Personal skills and competences

Mother tongue(s) **German**
French

Other language(s)

Self-assessment

European level (*)

English

Italian

Kiswahili

| Understanding | | Speaking | | Writing | |
|---------------|-------------|--------------------|-------------------|-------------|--|
| Listening | Reading | Spoken interaction | Spoken production | | |
| proficient | proficient | proficient | proficient | proficient | |
| independent | independent | independent | independent | independent | |
| proficient | proficient | proficient | proficient | independent | |

(*) Common European Framework of Reference for Languages

Social skills and competences

- Team spirit
- Good ability to adapt to multicultural environments gained through family origin and international work experience
- Good communication and networking skills gained through work experience and specific post graduate trainings

Organisational skills and competences

- long term experience in personal management and leadership
- in depth experience in team management
- workshop management
- time management

Technical skills and competences

- theoretical and practical knowledge of development strategy planning and implementation
- extensive experience in project cycle management of EU-Projects (Interreg, Leader, Equal, CBC-Projects in the frame of SF and CF)
- conducting trainings and workshops, moderations

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| Computer skills and competences | Relevant MS products in daily use |
| Additional Informations | <ul style="list-style-type: none"> ▪ Active member of the working group "Systemic Approaches in Evaluation" of the German Society for Evaluations ▪ Active member of the association "Coaching engagiert", Austria ▪ Member of the Chamber of Commerce, Austria ▪ Nominated member of the Administration Board of the Association for Regional Development in the carinthian triangle of Austria – Slovenia - Italy (1/2000 – 6/2010) ▪ Founder and coordinator of the women's network "frauen.unternehmen.was", Austria (6/2000 - 12/2009) |
| Driving licence | Car, motorcycle |