

ACTIVITY REPORT

ELSA INTERNATIONAL TEAM
2020/2021



elsa

The European Law Students' Association

TABLE OF CONTENTS

CROSS-FUNCTIONAL / EDUCATIONAL INITIATIVES	3
Mark Anthony Borg Director for Human Rights 2020/2021	3
Laura Cestaro Assistant for Human Rights 2020/2021	3
CROSS-FUNCTIONAL / EXTERNAL RELATIONS	4
Megan Choong Jieh Yue Director for External Relations 2020/2021	4
Eliza Touli, Karolina Zieminska, Simay Demir and Vasileios Vouras Assistants for External Relations 2020/2021	4
CROSS-FUNCTIONAL / GRAPHIC DESIGN	5
Tony Marinescu Graphic Designer 2020/2021	5
CROSS-FUNCTIONAL / INFORMATION TECHNOLOGIES	6
Sebastian Klein Assistant for IT 2020/2021	6
CROSS-FUNCTIONAL / PUBLICATIONS	7
Alessia Zornetta Academic Editor 2020/2021	7
Bernadetta Semczuk Director for Publications 2020/2021	7
Alexandra-Daniela Stoica International Coordinator for ILRG 2020/2021	7
CROSS-FUNCTIONAL / PROFESSIONAL DEVELOPMENT	9
Silke Spruyt Director for Professional Development 2020/2021	9
Linnéa Regnell Assistant for Professional Development 2020/2021	9
BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION	10
Marine Richert Assistant for Diversity & Inclusion 2020/2021	10
Maria Angelopoulou Assistant for the STEP Research Project (SRP) 2020/2021	10
INTERNAL MANAGEMENT	11
Yordan Kyurkchiyski & Luciana Ayres de Campos Assistants for Internal Management 2020/2021	11
Tom Hartmann Assistants for International Internal Meetings 2020/2021	11
Eve Ahonen Assistants for National Relations 2020/2021	11
Kim Irrlitz Assistant for ELSA Training 2020/2021	12
FINANCIAL MANAGEMENT	13
Ainoa Ordóñez Gutiérrez Assistant for FM Toolkits 2020/2021	13
MARKETING	14
Inês Ervedoso Gonçalves Director for Marketing 2020/2021	14
ACADEMIC ACTIVITIES	15
Aušra Abraitytė Assistant for Regional Rounds in the European Human Rights Moot Court Competition 2020/2021	15

Clara Debono Assistant for Judges in the European Human Rights Moot Court Competition 2020/2021.....	15
Pauline Amice Assistant for Teams of the EHRMCC 2020/2021.....	16
Marta Sławińska Director for Academic Competitions 2020/2021	16
Samira Safarova Assistant for Academic Competitions 2020/2021.....	16
Nina Blakeway Assistant for Academic Competitions 2020/2021.....	17
MOOT COURT COMPETITIONS	18
Zlatko Hadžić Assistant for National and Local Moot Court Competitions 2020/2021	18
JOHN H JACKSON MOOT COURT COMPETITION	19
Joëlle Marciano Assistant for Panellists 2020/2021.....	19
SEMINARS & CONFERENCES.....	20
S. Ezgi Ercan Director for ELSA Delegations 2020/2021.....	20
Matei Midan Assistant for ELSA Delegations 2020/2021.....	20
Greta Maiellaro Coordinator for Human Rights Bodies 2020/2021.....	21
Cassandra Askin Coordinator for WIPO 2020/2021.....	21
Lodovica Bellora Coordinator for UNCITRAL 2020/2021	22
Pavlos Klagkos Director for ELSA Law Schools 2020/2021	22
José Miguel Fialho Assistant for Summer ELSA Law Schools 2020/2021.....	23
Selin Alpaslan Assistant for Summer ELSA Law Schools 2020/2021	23

CROSS-FUNCTIONAL / EDUCATIONAL INITIATIVES

Mark Anthony Borg |

Director for Human Rights 2020/2021

- Organised and delegated the analysis of the ELSA Human Rights Survey. Compiled the Final Report and sent it forward for publishing.
- Prepared the 10th ELSA Day Outline.

Laura Cestaro |

Assistant for Human Rights 2020/2021

- Attended the LXXVIII International Council Meeting participating in workshops relevant to my position.
- Formulated questions for ELSA to ask AI & Human Rights experts during the Annual Webinar with the Council of Europe.
- Researched and drafted biographies of the expert speakers of the Annual Webinar on AI & Human Rights with the Council of Europe.
- Attended the Annual Webinar on AI & Human Rights with the Council of Europe.
- Drafted questions to, edited, and reviewed the Annual Human Rights Survey on AI & Human Rights.
- Encouraged external responses to the Annual Human Rights Survey on AI & Human Rights by sharing the marketing materials on social media.
- Tracked and counted the “country of residence” responses to the Annual Human Rights Survey on AI & Human Rights.
- Collected data and drafted the report on the overall answers to Section 3, Questions 2 through 7 of the Survey, edited and reviewed this portion of the Annual Report on AI & Human Rights.
- Attended the March 11th Webinar on AI and Human Rights between ELSA and the Council of Europe discussing the results of the Survey.
- Attended the LXXIX International Council Meeting participating in workshops relevant to my position.

CROSS-FUNCTIONAL / EXTERNAL RELATIONS

Megan Choong Jieh Yue |

Director for External Relations 2020/2021

&

Eliza Touli, Karolina Zieminska, Simay Demir and Vasileios Vouras |

Assistants for External Relations 2020/2021

General

- Highlighting as the generic title considering and including only the main features and responsibilities of the Department for External Relations:

Cross-Functional

- Outlining the scope of completed tasks and works concerning the Department for External Relations efforts to assist other departments under the International Team with different functional expertise working toward a common goal:
 - Academic Activities (European Human Rights Moot Court Competition, ELSA Law Review, ELSA International Legal Research Group, ELSA Negotiation Competition):
 - complementing the research with some new entities which might be potential project's partner;
 - commenced final filter and selection process to determine final list for approach;
 - sending emails to potential project's partners;
 - continuation of communication with designated directors for each of the aforementioned Academic Activities;
 - provided access to our centralised board and other External Relations materials relevant to each of the aforementioned Academic Activities;
 - commenced a new external relations plan in line with the updated ELR approach;
 - Student Trainee Exchange Programme (STEP)
 - created a tailored email template with the following structure: Reason for Approach today -> Introduction to ELSA International -> Description of the project -> Our offers and requests -> Concluding remarks + attachments;
 - commenced final filter and selection process to determine final list for approach;
 - sending emails to potential project's partners;

Miscellaneous

- Featuring any other collection or group of composed elements for different kinds of departmental work separate from previously mentioned categories:
- Human Rights partners
 - produced a structured research into potential human rights bodies;
 - commenced cross reference to identify bodies in line with ELSA Strategic Goals.

CROSS-FUNCTIONAL / GRAPHIC DESIGN

Tony Marinescu | Graphic Designer 2020/2021

- Coordinated the Working Group on the Marketing and Branding Development of ELSA;
- Presented the conclusions of the Working Group during 79th ICM Online;
- Regularly attended the Marketing open calls;
- Regularly attended meeting with the Vice President in charge of Marketing;
- Kept constant communication with members of our Network regarding graphic design;
- Conducted training sessions with Local and National Groups;
- Updated Marketing Kits.

Sebastian Klein |
Assistant for IT 2020/2021

- Helping National Groups with IT Problems for example: resetting passwords; creating new accounts for Google etc.

CROSS-FUNCTIONAL / PUBLICATIONS

Alessia Zornetta | Academic Editor 2020/2021

- Reviewed articles for ELR;
- Reviewed work of National Research Groups on the topic “Human Rights in the Age of Advances Technologies”;
- Promoted ELR on Instagram, LinkedIn, and Facebook;

Bernadetta Semczuk | Director for Publications 2020/2021

Legal Research Group

- Coordination of the ILRG on Human Rights and Technology together with Vice President in Charge of Academic Activities and International Coordinator for ILRG
- Maintaining communication with National Coordinators and their teams
- Maintaining communication with the Academic Board and the Editorial Board regarding the review of the 1st drafts of National Reports

ELSA Law Review

- Coordination of the ELR Team together with Vice President in Charge of Academic Activities and Assistant for ELSA Law Review/Deputy Editor-in-chief
- Drafting the second issue of the ELR 2020 and the first issue of the ELR 2021
- Maintaining communication with the authors from both volumes
- Opening the call for submissions for the second issue of the ELR 2021

Other

- Participation in a meeting with Vice President in Charge of Academic Activities of the next term

Alexandra-Daniela Stoica | International Coordinator for ILRG 2020/2021

- Regularly attending the ILRG team meetings;
- Constantly keeping in touch with the Vice President in charge of Academic Activities, the Director for Publications and the Academic Editor of ELSA International;
- Collected the First Drafts within the deadline, uploaded them on the common Drive in order for them to be reviewed.
- Have resent the reviewed First Drafts to the National Coordinators, and mediated the communication between them and the Academic Editors, in order to clarify all their inquiries.
- Have updated the Drive containing all the Final Reports within the deadline;

- Constantly keeping in touch with the appointed National Coordinators regarding every step of the research;
- Clarified all the inquiries received from potential participants through the official email address;
- Set reminders for the National Coordinators for every stage of the research;
- Attended the 79th International Council Meeting of ELSA Online and even held an online presentation with the Director of Publications and the Vice President in charge of Academic Activities of ELSA International regarding the Legal Research Group strategy for the next term;

CROSS-FUNCTIONAL / PROFESSIONAL DEVELOPMENT

Silke Spruyt |

Director for Professional Development 2020/2021

- Fruitful meetings with Francesco and Maja about the projects and the future of Professional Development;
- Continuous fruitful meetings with Linnéa (Assistant for Professional Development) on several topics (Career Launch and the Professional Development Handbook);
- Continuous communication with Linnéa and with the IB to stay updated;
- Did an Instagram takeover to market Spring Career Launch;
- Made a Booklet for the Spring Career Launch;
- Drafting a Handbook for Professional Development together with Linnéa.

Linnéa Regnell |

Assistant for Professional Development 2020/2021

- Several meetings with Maja and Francesco about the projects and PD in general.
- Did an Instagram-take over to market Career Launch.
- Had several meetings with Silke (Director) about Career Launch and Handbook.
- Continuous communication with Silke and with the IB to stay updated.
- Made a Career Launch Booklet together with Silke
- Worked on and submitted a draft to a Professional Development handbook together with Silke.

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION

Marine Richert |

Assistant for Diversity & Inclusion 2020/2021

- Draft of a Code of conduct for International Meetings
- Preparation of an executive summary on the D&I questionnaire
- Preparation & delivery of a training for the IB transition

Maria Angelopoulou |

Assistant for the STEP Research Project (SRP) 2020/2021

- Prepared and then made a small presentation about SRP during the 79th ICM Online;
- Participated in the STEP Workshops of the 79th ICM Online;
- In collaboration with the Vice President in charge of the Student Trainee Exchange Programme (STEP) examined carefully all the 3rd interim national reports and sent back detailed feedback;
- Checked my email daily, and answered to every question and concern national groups had;
- Took part in some STEP Open Calls, where I explained all the details about the followed process;
- Created some Facebook posts in the STEP Team to remind to all the deadlines and share some tips.

INTERNAL MANAGEMENT

Yordan Kyurkchiyski & Luciana Ayres de Campos |

Assistants for Internal Management 2020/2021

- Developing Internal Management proposals for the 78th International Council Meeting Online concerning membership and observer status, demotion, as well as voting procedure for concurrent proposals and for instances of a tie in International Board elections;
- Compiling the 29th State of the Network Report;
- Presenting the 29th State of the Network Report at the Internal Management Workshop of the 78th International Council Meeting Online;
- Brainstorming how to divide the Internal Management area for new transition materials;
- Drafting scripts for informational videos on General Internal Management, Regulations, Planning and Transition, National Council Meetings and Materials;
- Giving recommendations for the 30th State of the Network Inquiry;
- Compiling the 30th State of the Network Report;
- Presenting the 30th State of the Network Report at the Internal Management Workshop of the 79th International Council Meeting Online.

Tom Hartmann |

Assistants for International Internal Meetings 2020/2021

- Supported the Secretary General of the International Board in preparing for international internal meetings;
- Collaborated with the Secretary General of the International Board in structuring the International Training Meeting.

Eve Ahonen |

Assistants for National Relations 2020/2021

- Attending the 79th International Council Meeting Online;
- Continuing 1-on-1 meetings with national Secretary-Generals and HR people about their HR situation;
- Collecting data about specific HR problems in national groups;
- Reaching out to the outgoing Secretary Generals and updating a contact list of the national HR people for the term 2021/2022.

Kim Irrlitz |
Assistant for ELSA Training 2020/2021

- ELSA Training Request management;
- ELSA Training evaluation management;
- Minuting the Open Call with the ITP;
- Constantly updating the ELSA Training statistics;
- Update of the ITP database;
- Individual calls with some of the ITP Trainers;
- Answering emails concerning any questions regarding ELSA Training.

Ainoa Ordóñez Gutiérrez |
Assistant for FM Toolkits 2020/2021

- Drafted the EDF guidelines together with the Director for EDF;
- Drafted the FM practical cases compilation;
- Working on the FM Handbook.

Inês Ervedoso Gonçalves | Director for Marketing 2020/2021

- Working jointly with the Vice President in charge of Marketing on the design of the Wiki page.
- Working on the design of the Grants Database.
- Creating content for Instagram stories of ELSA International account.
- Helping out potential partnerships with various entities: searching for possible companies/organisations as well as drafting the email and sending it to establish contact.
- 40th Anniversary of ELSA:
 - Contacting national Vice Presidents in charge of Marketing/person responsible for the Marketing area of the ELSA network to request information and multimedia files of each National Group;
 - Creating the content (templates) for the Instagram stories created for the 40th Anniversary, dedicated to each National Group/Previous IB, together with the Vice President in charge of Marketing of ELSA International;
 - Scheduling the created content for each week and publishing it.
- Working on the general growth strategy of ELSA's social media.

ACADEMIC ACTIVITIES

Aušra Abraitytė |

Assistant for Regional Rounds in the European Human Rights Moot Court Competition 2020/2021

General assistance on the EHRMCC

- Attended the meetings of the EHRMCC Team;
- Assisted the Vice President in charge of Academic Activities (the **VP AA**) in drafting the documentation for Regional Rounds (the **RR(s)**) and Final Oral Round (the **FOR**) of the competition;
- Participated in the discussions on the change of the name of the competition;
- Reviewed the applications to organise the RRs of the Helga Pedersen Moot Court Competition.

Guidance and support of the RRs

- Provided guidance and instructions to the organisers of the RR Cluj Napoca (the **Organisers**);
- Scheduled regular meetings with Organisers, as well as Organisers and VP AA;
- Assisted Organisers on the communication with teams;
- Assisted Organisers in drafting the supporting documentation for the RR;
- Together with the VP AA organised and provided the training for timekeepers and judges of the RR Cluj Napoca;
- Assisted Organisers on the technicalities of the Hopin platform;
- Together with the VP AA attended the RR Cluj Napoca, as well as guided the Organisers through all the procedures of the competition;
- Coordinated the documentation prepared by teams (i.e. team appearance sheets) and advised the participants in the RR Cluj Napoca;
- Provided guidance and instructions to the organisers of the RRs on the preparation of the final article “An organisers’ Perspective” for the Final Report of the competition.

The organisation of the FOR

- Conducted search of timekeepers for the FOR;
- Together with the VP AA organised and provided the training for timekeepers of the FOR;
- Together with the EHRMCC Team attended the FOR, as well as guided the timekeepers through all the procedures of the competition;
- Assisted the VP AA in draw procedure;
- Coordinated the documentation prepared by teams (i.e. team appearance sheets, summaries) and advised of the participants.

Clara Debono |

Assistant for Judges in the European Human Rights Moot Court Competition 2020/2021

- Coordinated contact with judges for the Final Oral Round;

- Coordinated contact with partners of ELSA to find new judges for the competition;
- Assisted the Vice President for Academic Activities in allocating judges to each round of the Final Oral Round;
- Moderated rounds of the Final Oral Round as a timekeeper;
- Provided technical assistance to judges struggling with the online platform Hopin;
- Attended meetings of the EHRMCC Team.

Pauline Amice |

Assistant for Teams of the EHRMCC 2020/2021

- Supported the teams throughout the several rounds:
 - Final Oral Round;
 - Quarter-Finals;
 - Semi-Finals;
 - Grand Finale
- The communication entailed matters ranging for administrative issues to mootings-related problems, which sometimes involved the rest of the EHRMCC Team.

Marta Sławińska |

Director for Academic Competitions 2020/2021

- Regularly contacted with the Vice President in charge of Academic Activities;
- Regularly contacted with the Academic Competitions Team;
- Providing general advice on how to organise Academic Competitions;
- Communication with my coaching groups;
- Updating ENC materials.
- Taking part in 'How to webinars'.

Samira Safarova|

Assistant for Academic Competitions 2020/2021

- Regularly attending the Academic Competitions Team online meetings;
- Regularly contacting my coaching National Groups in order to assist them for organising Academic Competitions;
- My two coaching Groups: ELSA Ukraine and ELSA the Netherlands organised ELSA Negotiation Competition successfully and I helped in every possible way during the preparations. Massive congrats to both of them for joining the big Academic Competitions family;
- Attended LXXIX International Council Meeting;
- Participated in drafting the materials for the Client Interviewing Competitions;
- Recorded Webinar on the Witness Interviewing Competition for the Network;
- Working on drafting materials for the Witness Interviewing Competition;

- Participated in the initial preparations for the ELSA Negotiation Competition European Final Round.

Nina Blakeway|

Assistant for Academic Competitions 2020/2021

- Regularly attended and participated in the Academic Competitions Team Calls;
- Kept regular contact and had calls with my National Coaching Groups when my assistance was needed, providing detailed information about the competitions that they were interested in organizing;
- Provided guidance and assistance for the ELSA Negotiation Competition, ELSA Legal Debates, Client Interview Competitions and Witness Interview Competitions;
- Distributed Academic Competition materials to my National Coaching Groups upon their request;
- Worked on the revision of materials for the competitions with the Academic Competitions Team;
- Replied to emails and communicated with the Academic Competitions Team in order to update them on all the progress that was being made.

MOOT COURT COMPETITIONS

Zlatko Hadžić |

Assistant for National and Local Moot Court Competitions 2020/2021

- During the winter semester, I organized the meetings via Google Meet with 10 national MCC/AA officers. National Groups that I had the meeting with are following:
 1. ELSA Moldova;
 2. ELSA Norway;
 3. ELSA Romania;
 4. ELSA Serbia;
 5. ELSA Sweden;
 6. ELSA Turkey;
 7. ELSA UK;
 8. ELSA Ukraine;
 9. ELSA Lithuania;
 10. ELSA Portugal.
- Meetings with MCC/AA officers were consisted of talks about important information regarding following:
 1. Information if and how many local groups have MCC officers;
 2. Activity of MCC sector - do local groups organize the Moot Court Competitions, if yes then how many MCCs are organized per year; number of OCs;
 3. Communication between LB and NB regarding organizing MCCs;
 4. Communication between NBs and IBs regarding organizing MCCs;
 5. Other important topics - 5 sets of questions, each set consisted of 3 questions min.

These meetings were very productive and will be of crucial importance for the sake of international networking and helping National Groups with organizing their MCCs.
- Together with Hector and Louis we were working on creating brand new ELSA Podcast on organizing MCCs, which would be consisted of various topics that will cover the whole MCC project organization from beginning to its' end. Unfortunately, project wasn't yet implemented, but we made good foundation for its' implementation.
- I participated as the timekeeper in JHCMCC.

Joëlle Marciano | Assistant for Panellists 2020/2021

- Receiving applications of panellists
- Contacting former panellists in order to acquire additional panellists
- Informing panellists about the selection results (if applied)
- Allocating panellists in accordance with their availability and time zone
- Sending out the allocations to panellists and making the necessary amendments to the schedule
- Sending out academic materials as well as all other information to the panellists
- Regular calls with the team and especially the Vice President in charge of Moot Court Competitions
- Allocating the written submissions to the panellists and sending out the written submissions
- Ensuring that all panellists send in the written submission in time
- General communication and answering questions of panellists
- Finding emergency panellists in cases of drop-outs during the competition
- Supporting the team in other aspects if needed

SEMINARS & CONFERENCES

S. Ezgi Ercan |

Director for ELSA Delegations 2020/2021

- Conducted regular skype meetings for the ELSA Delegations Team
- Organising the timeline for ELSA Delegations Cycle for the ELSA Delegations Team
- Conducted research on online events and webinars organised by International Organisations
- Remained in touch with the International Organisations regarding the Covid-19 situation and followed the changes within the schedules of the meetings of International Organisations
- Launched the March, May and July Calls
- Prepared the statistics for previous calls
- Informed the ELSA Network about the Calls and online events
- Researched new opportunities for ELSA Delegations
- Updated the cover of the ELSA Delegations materials with VP Marketing
- Prepared suggestions of the sessions
- Prepared final recommendations of the ELSA Delegates for International Board
- Remained in constant contact with the members of the ELSA Delegations Team
- Answered emails concerning questions about the ELSA Delegations

Matei Midan |

Assistant for ELSA Delegations 2020/2021

- Position assumed: August 2020 – July 2021
- Participated at the transition organized by the former Director for ELSA Delegations for the 2019 – 2020 term
- Participated at most of the Team Meetings, organized on Google Meet
- Reported my activity as an Assistant on time
- Updated the ELSA Delegations (delegations.elsa.org) site frequently, whenever new Online Events took place (first half of the term)
- Promoted the ELSA Delegations events online
- Updated the ELSA Delegations site during the December 2020, February 2021, March 2021, May 2021 and July 2021 calls with the new sessions available, mainly from OHCHR
- Solved inquiries presented by candidates during the application process via email
- Drafted Letters of Confirmation and Certificates of Participation for the selected delegates for the sessions they attended (for the OHCHR, as well as the WIPO sessions)
- The graded applications from starting from the March 2021 Call have been as follows:
- *March 2021 Call* – OHCHR - Committee on the Elimination of Racial Discrimination, 103rd Session, Week 1, 19-23.04.2021, Online – 22 applications; OHCHR - Convention on the Rights of the Child (CRC), 87th Session, 17 – 19.05.2021, Online – 22 applications
- *May 2021 Call* – OHCHR - International Covenant on Civil and Political Rights (CCPR), 132nd Session, 28.06-02.07.2021, Online – 16 applications; High-level Political Forum on

Sustainable Development (HLPF) 2021, 6-9&12.07.2021, Geneva, Switzerland – 12 applications

- *July 2021 Call* – UNECE - 30th Session of the Committee on Sustainable Energy, 20-24.09.2021, Online – 6 applications; UNECE - 37th UN/CEFACT Forum, 4-15.10.2021, Hybrid – 3 applications
- Total number of applications graded: 87 applications

Greta Maiellaro | Coordinator for Human Rights Bodies 2020/2021

- Researched new opportunities for “online ELSA Delegations events” and submitting “suggestions for calls” bi-weekly;
- Searched for new ELSA Delegations opportunities to OHCHR conferences;
- Coordinated the ELSA Delegations to CESCR/69;
- Coordinated the ELSA Delegation to CCPR/131;
- Coordinated the ELSA Delegation to CRPD/24 (we moved the delegates of the CRPD/23 session here, because the 23rd session was in the summer and my predecessor did not follow nor support the delegates in that part, so they didn’t participate);
- Coordinate the ELSA Delegation to CMW/32, after it was moved to the 6th of April;
- Coordinated the ELSA Delegation to CED/20;
- Informed successful, substitute and unsuccessful applicants;
- Managed the communication with the delegations before, during and after the session of the delegation;
- Assisted with academic preparation of appointed delegates;
- Drafted and provided the appointed delegates with letters of participation;
- Maintained a constant communication with the Director of ELSA Delegations and cooperating with the rest of the team;
- Maintained a constant communication with the Assistant of ELSA Delegation Matei Midan, which focused on Human Rights Bodies;
- Promotion of the calls through social media;
- Work on a digital step-by-step handbook on how to take proper care of a OHCHR delegation;
- Re-ordered the folder on the Google Drive of the Coordinator for HRB;
- Created a tracking tool on Google Sheet to monitor the flow of the delegation;
- Created a folder of templates and samples for the future emails to the delegates.

Cassandra Askin | Coordinator for WIPO 2020/2021

- Managing the communication with the delegations before, during and after the session, especially following up after sessions on surveys;
- Assisting with academic preparation of appointed delegates;
- Providing the appointed delegates with letters of confirmation and letters of participation;

- Maintaining contact with WIPO Secretariat regarding registration of the delegates, postponement of delegations and other issues;
- Maintaining a constant communication with the Director of ELSA Delegations and cooperating with the rest of the team;
- Researching further opportunities from other organizations on IP, such as ITU.

Lodovica Bellora | **Coordinator for UNCITRAL 2020/2021**

- Researched for new opportunities for “online ELSA Delegations events” and submitting suggestions weekly;
- Searched for new ELSA Delegations opportunities to UNCITRAL, UNESCO, ASP ICC and UNCTAD conferences;
- Obtained the invitation from UNESCO to the World Heritage Committee, extended 44th session, for the first time as ELSA Delegation;
- Built future collaborations (invitation to new sessions) with UNESCO and UNCITRAL Working Groups V and VI;
- Coordinated the ELSA Delegation to UNCITRAL Annual Commission, 54th Session, Vienna (Online), 28th June – 16th July 2021;
- Coordinated the ELSA Delegation to UNESCO World Heritage Committee, extended 44th session, Online, 16th – 31th July 2021;
- Informed successful, substitute and unsuccessful applicants;
- Managed the communication with the delegations before, during and after the session;
- Assisted with academic preparation of appointed delegates;
- Drafted and provided the appointed delegates with letters of confirmation and letters of participation;
- Maintained contact with UNCITRAL and UNESCO Secretariat;
- Maintained a constant communication with the Director of ELSA Delegations and cooperating with the rest of the team;
- Served as one of the secretaries at the S&C workshops during the LXXIX ICM Online;
- Attended the ELSA Delegation to UNFF, 16th session, Online, 26th – 29th April 2021, as Head of Delegation;
- Attended the ELSA Delegation to UNCITRAL Annual Commission, 54th Session, Vienna (Online), 28th June – 16th July 2021, as Head of Delegation;
- Created a folder of templates and samples emails for the future Coordinator;
- Created materials on ELSA Delegations for the promotion of the calls through social media;
- Promotion of the calls through social media.

Pavlos Klagkos | **Director for ELSA Law Schools 2020/2021**

- Constant communication with the Vice President in charge of Seminars and Conferences of ELSA International;
- Reviewing, updating and proofreading the ELSA Law Schools Handbook;

- Close communication with several SELS OCs in order to help them transfer the academic program of their SELS in EWA

José Miguel Fialho|

Assistant for Summer ELSA Law Schools 2020/2021

- Contributed to the ELSA Law Schools' Handbook revision;
- Cleared doubts regarding the substitution of SELS by ELSA Webinars Academies with different local groups;
- Created some documents to support the Cycle replacement, with several ELSA Webinars Academies' guidelines, tips and advises.

Selin Alpaslan |

Assistant for Summer ELSA Law Schools 2020/2021

- 24-25th October 2020 WELS Training Weekend
- 78th ICM Online- EIT participant
- Appointed as the “coach” for SELS Aarhus, SELS Baku, SELS Maastricht, SELS Modena, SELS UCP Lisbon, SELS Salerno, SELS Cluj-Napoca, SELS Brno.
- Created a Facebook Group of “SELS 2021 Coaching Group of Selin Alpaslan”
- Making calls with 9 Head of Organising Committees in order to coordinate and control the quality of their Summer ELSA Law Schools.
- 15-18th January 2021 SELS Training Week
- 79th ICM Online- ELSA Spirit for S&C workshops
- ELSA Law Schools Handbook update- ELSA Law Schools Portal and Additional Questions Form (p.15) and Coaching System (p.23)

STUDENT TRAINEE EXCHANGE PROGRAMME
