# **ACTIVITY REPORT**

# INTERNATIONAL BOARD 2020/2021

















# ACTIVITY REPORT | INTERNATIONAL BOARD OF ELSA 2020/2021

Weronika Banska   President of the International Board of ELSA 2020/2021
Sina Gertsch   Secretary General of the International Board of ELSA 2020/2021 4
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Nikos Fifis   Vice President in charge of Marketing of the International Board of ELSA 2020/2021
Maja Rajic   Vice President in charge of Academic Activities of the International Board of ELSA 2020/2021
<b>Louis Bremond</b>   Vice President in charge of Moot Court Competitions of the International Board of ELSA 2020/2021
Ilke Yilmaz   Vice President in charge of Seminars and Conferences of the International Board of ELSA 2020/2021
Francesco Bondi   Vice President in charge of STEP of the International Board of ELSA 2020/2021

### Weronika Banska |

### President of the International Board of ELSA 2020/2021

#### Board management

- Convened and chaired weekly Board meetings.
- Supported fellow Board members with their projects and day-to-day activities.
- Maintained ongoing communication within the Board.
- Managed the work on common responsibilities of the Board.

#### External relations

- Maintained ongoing contact with all the partners of ELSA.
- Maintained ongoing contact with ELSA Alumni and other youth NGOs.
- Prepared evaluation of partnerships and statistics reports in cooperation with VP MKT.
- Worked on external relations' strategy development.
- Supervised a process of creating new external relations' databases for projects.
- Conducted meetings and email contact with new potential partners.
- Run a series of transition meetings with partners.
- Worked on updating partners' strategies in cooperation with the incoming President.
- Kept existing databases and summaries of the International Board up to date.

#### Representation

- Represented ELSA during meetings of the Informal Forum of International Students' Organisations.
- Represented ELSA during meetings of Global Student Government.
- Represented ELSA during meetings of the Conference of International NGOs next to the Council of Europe.
- Represented ELSA during meetings of ELSA Alumni's Advisory Board.
- Represented ELSA during ELI's 10<sup>th</sup> anniversary celebrations.

#### Strategic planning

- Prepared and introduced the structure of the first International Strategy Meeting.
- Worked on the updated structure of the International Training Meeting.
- Supervised creating the Advocacy Mentoring Programme.
- Worked on creating the advocacy campaign based on results of the STEP Research Project.
- Coordinated work on preparing proposals establishing new structure of the Board (Board reform)
- Coordinated work on preparing Board Reform Implementation Handbook.
- Established the structure and scope of responsibilities for the Advisory Body of ELSA together with the Secretary General.
- Established the first group of Advisors.
- Worked on creating public relations' strategy of ELSA together with VP MKT and incoming President and VP MKT.
- Prepared the Strategic Plan Yearly Report.

#### Network management

- Acted as a Director for the ELSA Development Foundation.
- Conducted workshops and training during internal meetings of the National Groups.
- Chaired the NCM of ELSA Belgium.
- Run meetings with the candidates for local and national Boards.
- Maintained ongoing contact with my coaching countries.

#### Knowledge management

- Reviewed materials included in the BEE Toolkit.
- Supervised the work on the series of BEE webinars.

#### Project management

- Coordinated the Rule of Law Education Campaign (ROLE) together with the VP AA.
- Coordinated the Youth Forum on Education together with the VP MCC.
- Coordinated the Annual Reception of ELSA together with the VP STEP.
- Coordinated ELSA's involvement in the Rule of Law Conference organised by ELSA Alumni.

# Sina Gertsch |

### Secretary General of the International Board of ELSA 2020/2021

#### Administration

- Planned the general transition for the incoming International Board of ELSA 2021/2022;
- Planned the area transition for the incoming Secretary General of the International Board of ELSA 2021/2022;
- Communicated with the OYOP Trainer of the International Board of ELSA 2021/2022;
- Created a transition checklist for the Secretary General of the International Board;
- Updated ELSA's regulations in accordance with decisions taken at the 79th ICM Online;
- Communicated with our notary to execute the deed for statutory changes;
- Cleaned the physical archives at the ELSA House;
- Restructured the physical archives at the ELSA House;
- Created handover document for the IB laptops;
- Created handover documents for physical and digital archives;
- Attended Advisory Body Meetings;
- Coordinated and contributed to the Annual Report of the International Board 2021/2022;
- Attended Board Meetings;
- Printed Board Meeting Minutes;
- Attended EDF Board Meetings;
- Minuted EDF Board Meetings;
- Printed EDF Board Meeting Minutes;
- Analysed the first draft of the new EDF Statutes;
- Co-created the structure of the Advisory Body together with Weronika;
- Attended the first official meeting of the Advisory Body and minuted the meeting;
- Deregistered the International Board 2020/2021 with the Dutch Chamber of Commerce;
- Created a proposed structure for the first-ever shortened Autumn ICM to take place in November.

#### GDPR and IT

- Oversaw the International Board's GDPR project;
- Uploaded Privacy Policies to the Officers' Portal;
- Reviewed processing activities assessment forms on the Smart Global Governance compliance tool;
- Created a Security Policy for the International Board of ELSA;
- Planned IT Transition session together with the Director for IT of ELSA International 2020/2021;
- Organised a GDPR training session for the International Board 2021/2022;
- Transitioned the IB's GDPR project to Luciana.

#### **Human Resource Management**

- Attended meetings with the HR department to create tools;
- Co-drafted ELSA's Code of Conduct;
- Collaborated with the HR department to create an ELSA personality test.

#### **Knowledge Management**

- Created the ELSA Wiki;
- Created IM Webinars.

#### **ELSA Training**

- Attended meetings with EFPSA's training office to understand the organisation of a TtT event;
- Planned the online TtT event together with an external Trainer Team;
- Created the structure for the I International Training Meeting;
- Reached out to Trainers for the ITM together with Luciana.

#### Miscellaneous

- Attended the Youth Forum for Education;
- Attended the 79th Delegation to CEDAW;
- Acted as timekeeper during the Final Oral Round of the 9th edition of the EHRMCC and the 19th edition of the JHJMCC.

# Carlos Eduardo Pereira |

### Treasurer of the International Board of ELSA 2020/2021

#### International Board tasks 2020/2021

- Attending the weekly Board Meetings.
- Contributed to the Annual Report of the International Board 2021/2022.
- In what concerns GDPR, fulfilling the Financial Management Records in open assessment, submitting information in the online tool of Smart Global Governance.
- Deleted all sensitive data from the Academic Activities Google Drive in compliance with internal GDPR policies.
- Reset all the passwords on the accounts related to email, platforms and suppliers websites, connected to ELSA email account;.
- Helped my board members whenever and with whatever necessary, e.g. proofreading and brainstorming for solutions.
- Working with Marketing, in the purchase of marketing equipment and online advertisement for the events of ELSA.
- Supporting Academic Activities in invoicing EHRMCC participants for the Final Oral Round, controlling their payments and ensuring the accounting of the project.
- Collaborating with Academic Activities, adjusting the budget of the 9th edition of EHRMCC and in the reporting procedure of the EHRMCC general agreement with the Council of Europe.
- Being involved in the financial planning of the Rule of Law Educational Project (ROLE).
- Supporting the VP MCC in regards to the 19th Edition of JHJMCC, invoicing the
  participants, collecting and controlling payment of the Registration Fees for the Final Oral
  Round.
- Supporting the JHJMCC, invoicing partners and providing financial management guidance to the competition.
- Assisting S&C in the ELSA Webinar Academy in Law and Technology: invoicing, control of payments, accounting and managing the profitability of the event.
- Providing financial guidance for Career Lunch: invoicing, control of payments, accounting and managing the profitability of the event.
- Supporting STEP: invoicing partners, researching some grants opportunities for the project and providing financial guidance for the project
- Planning Transition 2021 for the financial management area.
- Providing individual sessions to my successor.
- Being in charge of some common sessions: Financial Management, Grants, EDF and Coaching and Network Management.

#### Network Management and Coaching

- Having regular meetings with my Coaching Groups ELSA Russia, ELSA Malta, ELSA Norway, ELSA the Netherlands and ELSA Ukraine.
- Meeting with Financial Management EIT members in order to coordinate and evaluate the work.
- Together with Maja and Nikos, I was present in the ELSA Denmark's National Council Meeting to provide a presentation about the International Board of ELSA.

#### Financial Administration

- General Accounting in Octopus Programme.
- Bookkeeping daily work.
- Change of the organisation of the Financial Management folders.
- Invoicing for events, projects and partners.

- Controlling the cash flows and liquidity of ELSA.
- Communication with the bank and BNP Paribas bank account manager.
- Preparation and organisation of the documentation according to the guidelines provided by the auditors for the Final Account Report 2020/2021.
- Elaboration of the Final Accounts Report of ELSA 2020/2021.

#### FM Toolkit

- Jointly with the Assistant for FM Toolkits, building and launching the new Practical Cases Compilation.
- Together with Ainoa, creating the structure, writing, compiling and launching the new FM Handbook.

#### Grants

- Financial Report of one part of the Council of Europe Grant Agreement 2021.
- Budgeting, technical support and coordination of the application for the KA3 programme
   Support for policy development and cooperation of the ERASMUS + Grant, from the European Commission with the ROLE project.
- Researching information and preparing the next International Board for the application in the European Social Fund + for Professional Development.
- Together with the Grants Team of ELSA International Team, creating and launching the ELSA Grants Database project.
- Launching FM\_Webinar part 5 | Grants.

#### **ELSA Development Foundation**

- Attending and chairing EDF Board of Directors Meetings.
- Accounting of the EDF profits and losses in the Wave Programme.
- Managing the 3rd and 4th Cycle of Applications, received, reviewed and decided upon
- with the Board of Directors of the EDF.
- Working in the elaboration of a draft for the new Statutes and Standing Orders of EDF.
- Jointly with the Sec Gen, promoting communication with EY, in order to fix the terms of cooperation regarding the legal services that have been provided with the goal of regulating EDF according to Belgian Law.
- Jointly with the Director for EDF and Assistant for FM Toolkit, creating and launching the EDF Guidelines, as a new knowledge management source about the Foundation.

#### Miscellaneous

- Attended the Youth Forum for Education.
- Head of the ELSA Delegation in the 77th Session of United Nations Economic and Social Commission for Asia and the Pacific (UN ESCAP).
- Timekeeper during the Final Oral Round of the 19th edition of the JHJMCC.
- Writing an article for 69th Edition of Synergy magazine, "Privacy and Human Rights in the Digital Area", with the topic: "Algorithm Optimisation or Lack of Autonomy in the Information Society?

# Nikos Fifis |

# Vice President in charge of Marketing of the International Board of ELSA 2020/2021

#### **Promotion and Branding**

- Creation of the first draft of the Helga Pedersen Moot Court Competitions brand identity;
- Creation of the ELSA Traineeships branding, together with my successor Tony,
- Promotion of the Global Webinars of the JHJMCC;
- Drafted promotion strategy for each Key Area project;
- Creation of a promotional video for ELSA Training;
- Creation of 40th Anniversary Video of ELSA;
- Created first draft for Rule of Law Education Campaign brand identity.

#### **Marketing Development**

- Created new ad campaigns thanks to Google Ad Grants for the promotion of our projects;
- Filmed footage at the WTO for the creation of a documentary for the 20th edition of the JHJMCC;

#### Network Engagement

- Conducted monthly open calls with Marketeers;
- Scheduled personal calls with national officers;
- Scheduled calls with predecessors and successors together with Tony;
- Participated in National Council Meetings of various National Groups;
- Conducted coaching calls.

#### Social Media

- Creation of ad campaigns on Facebook, Instagram and LinkedIn for the Council of Europe;
- Creation of Ad Campaigns to raise awareness of the new name of EHRMCC, Helga Pedersen Moot Court Competition;
- Increased engagement on our instagram posts;
- Verified ELSA on YOuTube for Nonprofits.

### **External Relations**

- Meeting with representatives of the Council of Europe;
- Meeting with Secretary General of Council of Europe and patron of ELSA;
- Conducted various meetings with potential media partners;
- In person meetings with Are We Europe in Brussels to discuss potential partnership;
- Sent out concluding marketing reports for all partners;
- Drafted promotion strategies for Barbrim, Smart Global Governance, and WeProofread.it;
- Sent out detailed statistics to externals;
- Drafted new communications strategy with ELSA Alumni;
- Meeting with Van Bael and Bellis, Sidley Austin and staff of WTO.

# Maja Rajic |

# Vice President in charge of Academic Activities of the International Board of ELSA 2020/2021

#### Responsibilities as a member of the International Board (IB)

- Attended the weekly board meetings and taking the minutes thereof;
- Assumed the responsibilities of being the Head of ELSA International Delegation for the spring ICM Online;
- Compiled and proofreading the ICM minutes;
- Participated in the drafting of board reform-related documents;
- Maintained regular contact with my six coaching groups ELSA Poland, ELSA Portugal, ELSA Romania, ELSA Slovenia, ELSA Republic of Moldova and ELSA Armenia;
- Reset all the passwords on the accounts (email, websites, etc.) connected to my professional email account;
- Deleted all sensitive data from the Academic Activities Google Drive in compliance with internal GDPR policies;
- Helped my board members whenever and with whatever necessary, e.g. proofreading and brainstorming for solutions.

#### Training

- Delivered a Motivation and mental health training to ELSA Gothenburg;
- Participated in training sessions of Youth Forum on Education on *inter alia* Online Training and Engagement tools.

#### **ELSA Network relations**

- Participated on the National Council Meeting of ELSA Belgium where shared my experience regarding the online mooting;
- Participated on the National Council Meeting of ELSA United Kingdom where I delivered a Workshop on Social Responsibility and the Rule of Law Education Project (ROLE);
- Participated on the National Council Meeting of ELSA Denmark where I talked about the International level of ELSA;
- Delivered a workshop to the upcoming board of ELSA Wroclaw on the international opportunities of ELSA.

#### **ELSA International Team**

- Maintaining regular contact with AA International Team as well as several Cross-functional teams, thus coordinating in total 30-member team through Slack, Facebook, Whatsapp and frequent online meetings.
- Providing recommendation letters upon request.

#### External relations

- Attended meetings with the Council of Europe, Council of Europe Liaison Office, Street Law and Wolf Publishers;
- Maintained regular contact with the Academic Board of 9th EHRMCC;
- Represented ELSA at following events:
  - o DIGITALEUROPE's Summer Summit;
  - WIPO's Patent Cooperation Treaty Working Group, 14th session;
  - "Being young and responsible in the times of crisis" organised by EURACTIV followed by the "Responsible party" reception organised by the Erasmus Student Network (ESN);

#### **Project Management**

#### • 9th European Human Rights Moot Court Competition (EHRMCC)

- Revised and updated all the materials of the Competition in accordance with the virtual format of the Competition;
- Coordinated more than 30 European human rights experts in their capacity of judges for the Final Oral Round;
- Coordinated 12-people International Organising Committee of the Final Oral Round of the 9th EHRMCC;
- Coordinated the Academic Programme and the Award Ceremony of the Virtual Final Oral Round;
- Reported the 9th EHRMCC Grant to the Council of Europe
- Attended the pleadings of the Virtual Final Oral Round.

#### • 10th Helga Pedersen Moot Court Competition

- Appointed the case authors;
- Opened the call for Regional Rounds Organisers and appointed them;
- Negotiated the 10th Helga Pedersen Moot Court Competition Grant;
- Expanded the Academic Board of the competition.

#### • Legal Research Groups (LRGs)

- Collected and compiled National Final Drafts of the International Legal Research Group on Human Rights and Technology;
- Compiled and edited the Final Report of the International Legal Research Group on Human Rights and Technology;
- Updated the LRG library with the Concluding Report of the ILRG on Internet Censorship and three LRGs of the Network - Bilateral LRG on Criminal law, Nordic LRG on Medical law and Balkans LRG on Water law;
- Coordinated the Concluding Report of the ILRG on Renewable Energy and supervised the work of 8 STEP trainees;
- Coordinated the Concluding Report of the ILRG on Human Rights and Technology and supervised the work of 9 STEP trainees;

#### • ELSA Law Review (ELR)

- Opened the call for the second volume of ELR 2021 on human rights and digital law and coordinated the promotion together with the Vice President in charge of Marketing of the International Board;
- Continued collaboration with Catolica Global School of Law;
- O Together with the Editorial Board of the ELR shortlisted the received submissions for ELR 2021 (1) and sent these to peer-review with Catolica Global School of Law;
- Selected articles for publication for the ELR 2021 (1);
- Contacted the cabinet of the President of European Court of Human Rights, Judge Robert Spano and included the foreword written by him in his capacity of the Patron of the ELR in the ELR 2021 (1);
- O Drafted Letters from the Editors for the ELR 2020 (2) and ELR 2021 (1);
- Coordinated the publication of the ELR 2020 (2) and ELR 2021 (1).

#### • Academic Competitions

Coordinated "How to Academic Competitions" series of webinars;

- Collected the Client Interviewing Competition (CIC) materials and created the CIC
   Package, together with my Academic Competitions team;
- Drafted the Hosting Agreement for the organising group of the I European Final Round of the ELSA Negotiation Competition (ENC);
- Opened the call for the organiser of the I European Final Round of the ELSA Negotiation Competition (ENC);

#### • Rule of Law Education Campaign (ROLE)

- Regularly attended meetings with ELSA Alumni coordinators of the project;
- Maintained regular contact with the Pilot Countries ELSA Finland, ELSA Malta, ELSA the Netherlands, ELSA Romania, ELSA Serbia and ELSA United Kingdom and expanding the pilot phase, including two more countries - ELSA Portugal and ELSA Azerbaijan;
- Revised the timeline of the project and created a long-term strategy;
- Participated in meetings with external stakeholders;
- Participated in the drafting of the ERASMUS+ Grant application together with President and Treasurer of the International Board of ELSA and ELSA Alumni.

### • International Focus Programme (IFP) and the Annual Human Rights Campaign

- Decided upon the topic of the 10th Annual Human Rights Campaign together with the Council of Europe;
- Prepared the Concluding Report for the term 2020/2021;
- Coordinated the drafting of the Outline for the 10th Annual Human Rights Campaign;
- Brainstormed solutions for the next IFP topic and the next IFP cycle structure.

#### **Professional Development**

- Drafted the Professional Development Handbook together with the Vice President in charge of Student Trainee Exchange Programme (STEP) of the International Board of ELSA and the Professional Development Team;
- Moderated Career Launch webinars;
- Coordinated and conducted the interview phase of the Career Launch;
- Worked with the outgoing and incoming Vice Presidents in charge on the Professional Development strategy of ELSA.

# Louis Bremond |

# Vice President in charge of Moot Court Competitions of the International Board of ELSA 2020/2021

#### International Board - 2020-2021

- Active participation in the meeting of the International Board of ELSA;
- Strategic planning of the International Board and ELSA with my fellow board members;
- Analyse and optimisation of the processes of the International Board with my fellow board members:
- Support of my fellow board members and involvement in multiple matters within the International Board of ELSA;
- Transition of the upcoming vice president in charge of Moot Court Competitions.

#### John H. Jackson Moot Court Competition

- Preparation and realisation of the Regional Rounds of the Competition;
- Preparation of the marketing material for the 20th edition in Geneva;
- Meetings with the partners, sponsors and supporters of the Competition;
- Preparation and organisation of the final steps of the cycle of Global Conference as the Academic Programme of the John H. Jackson Moot Court Competition - 5 Webinars international speakers;
- Preparation for the publication of the content of the webinars, transcription of the webinars;
- Preparation and organisation of the Final Oral Round of the Competition, from the 23rd to the 27th of June, with the support of the JHJMCC EIT;
- Contact management with the sponsors and partners of the Competition Van Bael & Bellis - Georgetown - Baker McKenzie - Akin Gump - White & Case - Sidley Austin -World Trade Institute - EPLO;
- Contact management and collaboration with the World Trade Organization work on the MoU with the WTO;
- Management of the John H. Jackson Moot Court Competition International Team. Joelle Marciano, Mathieu Verhelst, Emily Greenaway and Francisco Arga e Lima, whom I thank for their hard work;
- Collaboration and management of the Academic Board of the Competition and the Case Authors of this edition;
- Expansion of the LinkedIn page of the Competition strengthening the online presence of the competition;
- Collaboration with the new Patron for the Competition Mr Pascal Lamy Former Director General of the WTO;
- Strengthening the multiple databases of the Competition;
- Working on the implementation of a better support system for the teams creation of a Youtube Channel for the Competition - Creation of videos on Moot Court techniques, on WTO Law and on the JHJMCC;
- Working with potential Regional Round organisers for the 20th edition of the Competition Working with the case authors for the 20th edition of the Competition.
- Recording of interviews and other content for the creation of a video on the John H. Jackson Moot;
- Signing the Memorandum of Understanding with the World Trade Organization.

#### Youth Forum on Education

- Contact with multiple potential collaborators and partners for the Youth Forum on Education;
- Work with the Director for the Youth Forum Matea Golem, on the project;
- Preparation for the event, marketing, concept, follow-up and benefits;
- Realisation of the event.

#### **ELSA Network**

- Keeping the network updated on my work and on the events happening in the area;
- Publishing on the AA/MCC Facebook group and AA/MCC newsletters and organisation of Open Calls;
- Communicating with my coaching groups, ELSA Estonia, ELSA Finland, ELSA Georgia, ELSA Hungary and ELSA Switzerland;
- Attended multiple national and local online events chaired the NCM of ELSA France;
- Organisation of multiple workshops on Negotiation for National Groups.

# Ilke Yilmaz |

# Vice President in charge of Seminars and Conferences of the International Board of ELSA 2020/2021

#### Responsibilities as a member of the International Board (IB)

- Attending the weekly board meetings;
- Maintained regular contact with my five coaching groups ELSA Greece, ELSA Lithuania, ELSA Sweden, ELSA Bulgaria, and ELSA Montenegro;
- Reset all the passwords on the accounts (email, websites, etc.) connected to my professional email account.

#### **Training**

- Delivered a Motivation and mental health training to ELSA Sweden;
- Participated in training sessions of Youth Forum on Education on *inter alia* Online Training and Engagement tools.

#### Knowledge Management

- Launched the International Speakers Database with cooperation from the ELSA Alumni,
- Updated the ELSA Law Schools Handbook 5 years after its creation,
- Published the Guideline on Hybrid Events

#### **ELSA Webinars**

- Conducted the live webinar from ELSA's Facebook page with Max Stossel from Center for Humane Technology on the Truth Behind Social Media,
- Organised the second edition of ELSA Webinars Academy on Law and Technology,
- Cooperated with CLB International on promoting their virtual summer institutes.

#### **ELSA Delegations**

- Submitted a 4-year report also known as 'Quadrennial Report' to the United Nations,
- Conducted the ELSA Delegations Calls for May and July,
- Head of Delegation for the International Telecommunication Union (ITU)-T SG5 Environment, Climate Change and Circular Economy,
- Head of Delegation during the 79th Session of the Committee on the Elimination of Discrimination against Women (CEDAW), from the 21st to the 24th of June.

### International Focus Programme (IFP) and the Annual Human Rights Campaign

- Decided upon the topic of the 10th Annual Human Rights Campaign together with the Council of Europe;
- Prepared the Concluding Report for the term 2020/2021;
- Coordinated the drafting of the Outline for the 10th Annual Human Rights Campaign;
- Brainstormed solutions for the next IFP topic and the next IFP cycle structure.

#### Network Engagement

• Participated in the National Council Meetings of ELSA Sweden.

#### **ELSA International Team**

- Maintaining regular contact with S&C International Team as well as Human Rights Team thus coordinating in total 25-member team through Slack, Facebook, Whatsapp and frequent meetings.
- Providing recommendation letters upon request.

#### **External Relations**

- Established the partnership with Sertifier to shift into the online certification system,
- Attended meetings with the Council of Europe, and INTA.

#### Miscellaneous

- Attended the Youth Forum for Education;
- Attended the 79th Delegation to CEDAW;
- Acted as timekeeper during the Final Oral Round of the 9th edition of the EHRMCC and the 19th edition

# Francesco Bondi |

# Vice President in charge of STEP of the International Board of ELSA 2020/2021

#### Responsibilities as a member of the International Board (IB)

- Attending the weekly board meetings.
- Participated in the drafting of board reform-related documents;
- Maintained regular contact with my six coaching groups ELSA Azerbaijan, ELSA Ireland, ELSA Italy, ELSA Luxembourg, and ELSA Croatia;
- Reset all the passwords on the accounts (email, websites, etc.) connected to my professional email account;
- Deleted all sensitive data from the STEP Google Drive in compliance with internal GDPR policies;
- Helped my board members whenever and with whatever necessary, e.g. proofreading and brainstorming for solutions
- Planned the area transition for the incoming VP STEP of the International Board of ELSA 2021/2022;

#### GDPR and IT

- Signed the Data Processing Agreement with our IT Partner;
- Evaluated the STEP Area and project from a GDPR point of view.

#### **Training**

Delivered a negotiation training for ELSA Gothenburg;

#### **ELSA Network relations**

• Participated in the National Council Meeting of ELSA Switzerland where together with Louis, we delivered negotiation training.

#### **ELSA International Team**

- Maintaining regular contact with the STEP International Team as well as the Professional Development Cross-functional teams.
- Providing recommendation letters upon request.

#### **External relations**

- Attended meetings with the Council of Europe, Council of Europe Liaison Office, Bierens, Fragomen and Wolf Publishers;
- Arranged online meetings successful with current and prospective STEP Traineeship Providers, STEP Partner organisations and other partner organisations of ELSA to both prepare plans for the term ahead and evaluate the mutual experience;

#### **Project Management**

#### • STEP

- Coordinated the STEP Cycle 2 of the term 2020/2021 together with my EIT, including the Job Hunting, Student Hunting, Matching and Selection Processes.
- Worked closely with the director for STEP Promotion and the outgoing and incoming VP Marketing the renewed communication and marketing strategy for the project.
- Worked with my fellow board members, my EIT, partner's and the network in reforming and rebranding the project.

#### STEP Research Project

- Coordinated together with the assistant for the SRP the submission of the final SRP national reports.
- Worked with the SRP partner Caselex and the incoming VP for Professional Development in creating an advocacy and internal strategies and the next steps for the project

#### **Professional Development**

- Drafted the Professional Development Handbook together with the Vice President in charge of Academic Activities (AA) of the International Board of ELSA and the Professional Development Team;
- Moderated Career Launch webinars;
- Coordinated and conducted the interview phase of the Career Launch;
- Worked with the outgoing VP AA and incoming Vice Presidents in charge of Professional Development the Professional Development strategy of ELSA.
- Worked with my fellow board members, my EIT, partners and the network in expanding the scope of the area and reforming it into the new professional development area.