

# TRAINING NEWSLETTER

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THE INTERNATIONAL  
TRAINERS' POOL



*elsa*

The European Law Students' Association

# ABOUT ELSA



ELSA International  
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ELSA Members x 40.000

## The Association

The European Law Students' Association, ELSA, is an international, independent, non-political and non-profit-making organisation comprised and run by and for law students and young lawyers. Founded in 1981 by law students from Austria, Hungary, Poland and West Germany, ELSA is today the world's largest independent law students' association.



ELSA Local Groups x 300



ELSA National Groups x 42

## Synergy Magazine

Synergy Magazine is ELSA's members' magazine, which is printed in 10 000 copies and distributed all over the ELSA Network. The articles are contributions from students, young and experienced lawyers as well as academics.



"A JUST WORLD IN WHICH THERE IS RESPECT FOR HUMAN DIGNITY AND CULTURAL DIVERSITY"

## ELSA's Members

ELSA's members are internationally minded individuals who have interest for foreign legal systems and practices. Through our activities such as seminars, conferences, law schools, moot court competitions, legal writing, legal research and the Student Trainee Exchange Programme, our members acquire a broader cultural understanding and legal expertise.

## Our Special Status

ELSA has gained a special status with several international institutions. In 2000, ELSA was granted Participatory Status with the Council of Europe. ELSA has Consultative Status with several United Nations bodies; UN ECOSOC, UNCITRAL, UNESCO & WIPO.

## ELSA is present in 42 countries

Albania, Armenia, Austria, Azerbaijan, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, Ireland, Italy, Kazakhstan, Latvia, Lithuania, Luxembourg, Malta, Montenegro, The Netherlands, Norway, Poland, Portugal, Republic of Macedonia, Romania, Serbia, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Turkey, Ukraine and United Kingdom.



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TRAINING NEWSLETTER

## Editor's letter

*Dear Network,*

*Training represents a form of investment in the network's Human Resources. By investing in Human Resources, we invest into the continuity, quality and perspective of the organization because the core of any ELSA activity is volunteer. The network has understood this need and created a structure destined to support initiatives with theoretical and practical knowledge.*

*At this point, the International Trainers' Pool consists of 41 highly skilled trainers which are ready to share the knowledge and experience that they have accumulated through their ELSA career. These trainers are ready to overcome the knowledge gaps that may arise in the network by sharing their numerous years of activity in the organization.*

*Dear network, we hope that this newsletter will give you a complete view upon the limitless potential that is stored inside the International Trainers' Pool. We say potential because without accessing its core function, it remains just potential.*

*Best wishes,  
The Training Team:*

*We encourage you to see beyond the words and to understand the concept of training as a form of investing into and educating the future generations of this organization.*

*The third edition of the Training Newsletter shall provide a testimony section in which the trainers reflect upon the way they relate to the International Trainers' Pool. Further on, we are presenting you the complete procedure needed to apply for a training.*

*When encountering a problem, consider the possibility of requesting a training. Always bare in mind that 41 professional and motivated trainers are willing to travel and provide solutions to your network.*

*If questions arise, do not hesitate to contact us via [training@elsa.org](mailto:training@elsa.org), [secgen@elsa.org](mailto:secgen@elsa.org), [gabriel.badea@elsa.org](mailto:gabriel.badea@elsa.org), [joao.dasilva@elsa.org](mailto:joao.dasilva@elsa.org) or IM Mailing List. Also feel free to provide us with any kind of feedback and input regarding this newsletter and training in general.*



**Alina Shchetinina**  
Secretary General  
ELSA International 14/15



**Gabriel Valentin Badea**  
Director for Training  
ELSA International 14/15



**João Ferreira da Silva**  
Director for Training  
ELSA International 14/15

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# How to get a training in ELSA for your National or Local Group?

Just a couple of sentences are necessary to realize how easy it is to apply for a training in ELSA. You will be assisted during this process by ELSA International, who will support and advice ELSA Groups with the multiple aspects referred to training.

To get a training you just need to follow these points and be aware about following information:

1° - Do you want to improve the quality of your group, officers or all group members by gaining new skills from an ITP Training? If so, you can continue to point number 2.

2° - Do you want to bring an international dimension to your group, so your ELSA group and members will experience an awesome cultural, exciting and enthusiastic experience? If so you can continue to point number 3.

3° - Are the ITP Trainings just for National Groups? Not at all. Local groups can also apply for a training, so follow point number 4.

4° - So if I fit all the previous points and I am super motivated to get an ITP Training for your ELSA group, what do I need to do? Easy answer: Consider the needs of your group and how much time and money you are willing to spend on the training – Contact ELSA International – Fill in the PTQ – Arrange Training Preparations – Training itself – Evaluate a training. It is that simple! Let us elaborate on each step.

## Select the best topic for my ELSA Group

There are trainings in different categories:

- Soft skills
- Supportive skills.

**Soft skills** topics are classic training topics, taking place in an ELSA context and broader. Such as: - teambuilding, - team leading, - presentation skills, - motivation skills, - conflict management, - negotiation skills, - communication and networking, - time management, - board management, - risk management.

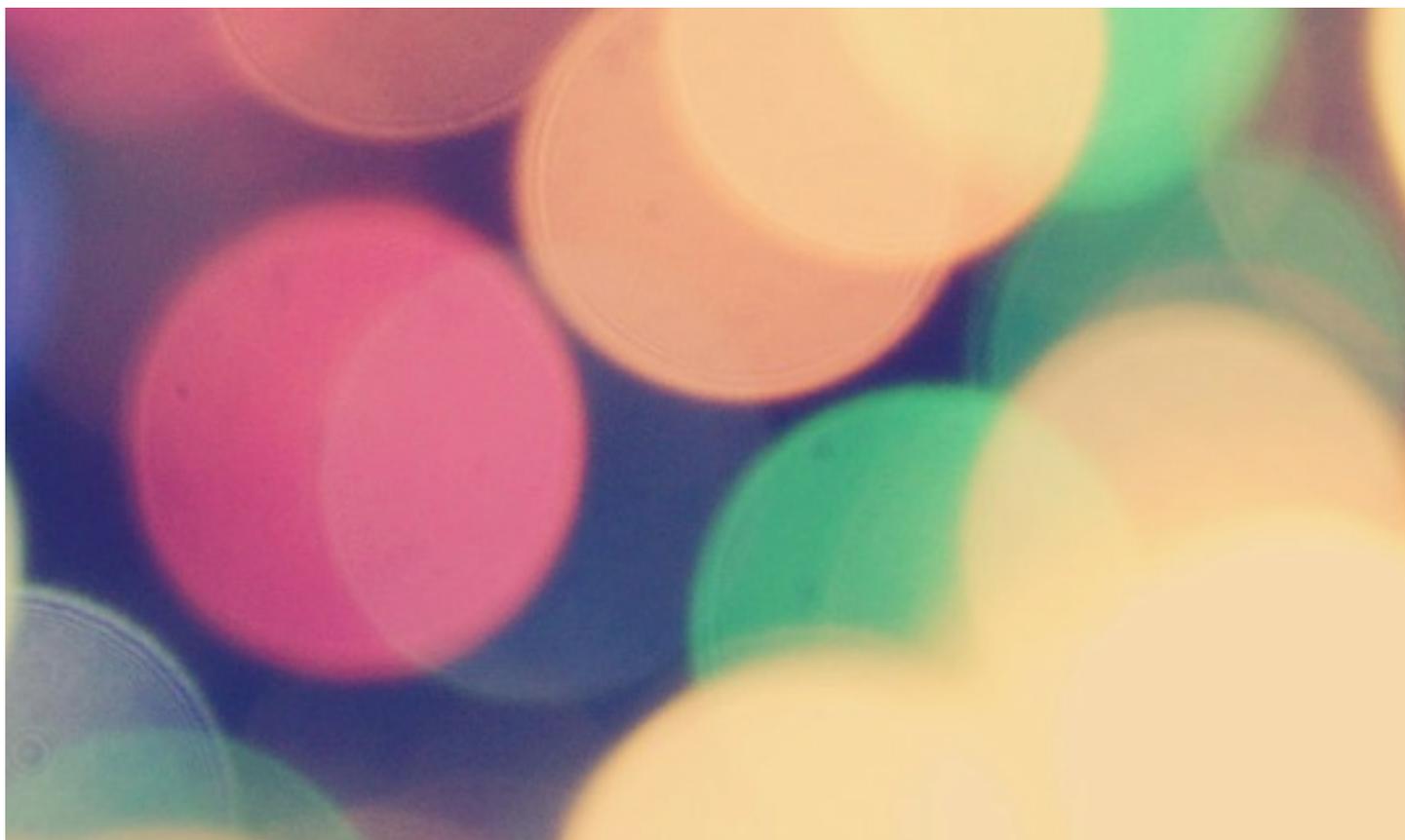
**Supportive skills** topics deal with the core business of your ELSA group, primarily giving you skills to tackle a certain concrete situation. Such as: - human resources, - strategic planning, - project management, - chairing, - fundraising, - public relations, - external relations/institutional relations, - public speaking, - decision making, - leadership.

If you have any doubts about the topic of a training that meets the needs of your group, do not worry. Together with the Directors and Trainers you will find the best solution.

## Consider how much means you have for the training

A training session takes at least 3 hours and it should be attended by no more than 20 people. Please keep it in mind and wisely select the best day, time and group for the training to be held.

Your ELSA Group should cover the travel and accommodation expenses of the trainer(s). Here you have a major help. There are a lot of trainers from all over the network. ELSA will take into consideration and, if possible, select a trainer close to you in order to minimize the travelling costs. Besides that, contact ELSA International and apply for the ELSA Development Foundation.



### **Contact ELSA International and fill in the PTQ**

ELSA International has two Directors for Training, Gabriel Valentin Badea and João Ferreira da Silva.

To contact them, you can use the following e-mails: gabriel.badea@elsa.org or joao.dasilva@elsa.org. They will answer you really fast and help you to get through all of this procedure.

You should also send the PTQ (a simple questionnaire about the training), that you can find here:

<https://docs.google.com/a/elsa.org/forms/d/1QAwz-6Rbkg9YOUvkGONw3E9BEAIQG3Qvz1ddgVAks3Q/viewform>

### **Trainer selection**

The trainer is selected according to his/her schedule, the required topic, the ELSA Group requesting and trainer qualifications. This selection process is done by ELSA International, but the ELSA Group request is seriously taken into consideration.

### **Training preparations**

The requesting ELSA Group and the appointed trainer discuss the specifics of the training, the content, possible follow ups and practical matters.

### **Training**

Your group member just need to pay attention, be motivated and available to enjoy and learn a lot.

### **Evaluation**

To assure the quality of trainings from the ITP, trainers are obliged to evaluate their trainings to improve themselves constantly. Moreover, ELSA International checks with the ELSA Group on how they experienced the training.

# The ITP: To have or not To have?

*or The Introduction to the International Trainers' Pool*



**Alina Shchetinina**  
Secretary General  
ELSA International 14/15

**International Trainers' Pool (here and after the ITP) is ELSAs' main training body that consists of professional Trainers educated by ELSA.** The ITP is

entitled to ensure the development of personal and professional skills by providing training session in the area of soft skills, namely Teambuilding, Presentation Skills, Time Management, Fundraising etc. The participants of our trainings are able to learn by doing and to test a theory in practice supervised and directed by the ITP trainers. The goals of our training sessions are to prepare young lawyers to fulfil their duties in terms of giving them skills in critic thinking, self-management, motivation for further development and gaining new experiences that are not taught at a university or school. Training area is alternative learning for young professionals, who want to widen their mind and to distinguish themselves from other employees.

**The ITP not only gives the ability for young people to participate in a training, but further to become a trainer themselves.** The trainers are selected by the International Board of ELSA on the basis of their experience in delivering trainings and the participation in a Train the Trainers event that takes place every two years. Further on, our trainers can become life coaches

and professional trainers employed by a training firm.



*"The ITP is entitled to ensure the development of personal and professional skills by providing training session in the area of soft skills."*

**The upcoming year is significant for the ITP as it serves the needs of our Association for 15 years in a row.** This year ELSA is aiming to organize 3 big training projects: The Train the Trainers event, the Refreshment Week and the Leadership training school. First two events are organized to keep the quality in our trainers' skills and to recruit new trainers. The Leadership training school will provide students and young professionals with profound soft skills concerning Motivation, Risk Management, Strategic Planning and Leadership.

# Riding the Lyon

*or an ITP Trainer's Perspective on the National Officers Meeting of ELSA France, 26th-28th September 2014*



**Claas Seestädt**  
The ITP Trainer  
ELSA International

## How I came to be there

This autumn ELSA France held their NOM in France's second biggest metropolitan area – the beautiful city of Lyon. In order for their participants to have an all-round enriching weekend of ELSA knowledge and the gain of empowering tools, a training request was sent to the IB. This request ended in the ITP email list and after applying over enthusiastically for it, I was happy to hear that I had been chosen to deliver this particular training. After a couple of emails exchanged with the National Board we agreed upon a final topic and how much time would be invested into the training.

## French hospitality

The National Board of ELSA France had negotiated rates for an apart-hotel. Despite of being the only 'International Guest', having the possibility of sharing the apartment with 3 others made me feel very well integrated into the group. People also made an enormous effort to explain local culture, expression and cuisine to me.

For me personally it is this kind of intercultural experiences that have always made the difference between

ELSA and other organizations and projects that I have worked with.

## The training

Originally ELSA France had requested for a training in communication skills, after a poll amongst the future participants the topic was later changed to negotiations.

Given this prelude to the final topic I decided to blend in some aspects of communication into the training. We did not only discuss about (un)ethical techniques, the best/worst/minimum acceptable possible outcome, but also about Korzybski's "The map is not the territory." That's why as a practical exercise there was the simulation of an intercultural negotiation. It would be too much to go through all the details. But the beauty in delivering a training for an ELSA group is that we can discuss and customize until there is a tailor made training responding to the participants' needs. Thus challenging the trainer again and again to expand their knowledge in order to have the right ingredients for the perfect mix.

# ELSA Development Fund

*or Tips & Tricks*

*how to afford a training*



Lauri Vaihemäki  
Treasurer  
ELSA International 14/15

**So you have your first national event coming up, a group of enthusiastic freshers and you have just found an excellent ITP Trainer to deliver a training about a**

**critical topic in you National Network.** And then it hits you: the event budget has been spent to the last cent and even though your trainer is a fair guy, you can't ask him to fly with his own money to visit you. Luckily, you have a friend who is an expert in getting you out of situations like this and the name of your friend is ELSA Development Foundation or shorter, EDF.

**EDF is an independent foundation funded by the National Groups.** It was founded in order to combat structural weaknesses in the Network and it seeks to fulfill this goal by granting funding to different activities which Local or National Groups are organizing. One of the supported activity types is trainings, either paying the travel and accommodation costs of a trainer to come to give training for you or to cover your travel and accommodation costs to attend a training organized by other ELSA group.

**There are only few steps to go in order to get this support and few things that are important to remember.** First, you need to download the EDF application form available in the Officer's portal under FM-section. You should fill this application carefully (the quality of the application is one of the things when considering should we grant money for the event) and submit it through your

National Board to the Treasurer of ELSA International. This should be done at least three weeks before the training takes place. Then the Board of Directors will consider your application and, if necessary, ask clarification. You will receive the decision at least 16 days after submitting the application or the last clarification.



*There are only few steps to go in order to get this support and few things that are important to remember*

**If you are granted support by the EDF, you have four weeks after the event to submit a detailed activity report about the event and all the receipts to the Treasurer of ELSA International.** All receipts which do not are not in English must be accompanied with a cover letter which explains the nature of the cost. All receipts which are not in euros must be accompanied with a currency conversion done with Onda-webpage, using the date of the transaction as the conversion date. Again, the Board of Directors will consider your report and may ask clarification.

**Finally, when the report is approved, you will receive the money by bank transfer in four weeks from the approval.** It is important to remember, that since the goal of the EDF is to help the weakest groups, the event may not make profit and benefit from the EDF grant.



*The goal of the EDF is to help the weakest groups, the event may not make profit and benefit from the EDF grant*

Now let's put that chunk of information into a check list:

- Get the application from the Officer's Portal
- Fill the application carefully and explaining clearly the nature of the event and need for the support.

- Send the application through your National Board to the Treasurer of ELSA International at least three weeks before the training
- Collect all the receipts during the event
- Make language translations and currency conversion
- Write an activity report
- Submit documents within four weeks from the event
- You receive money after the event and you may never make profit

**Now you know how to get grants to support your trainings and make your Treasurer happy. We look forward to read your applications!**



# Excellence is not an act but habit



**Anna Ziemnicka**  
The ITP Trainer  
ELSA International

As Aristotle once said "excellence is an art won by training and habituation. We are what we repeatedly do. Excellence, then, is not an act but a habit." I believe, there is the absolute truth in these words.

**Time in ELSA is very unique and exciting. We learn by doing every day.** Most of the things we perform in ELSA, such as organizing an internal meeting, conference, competition, recruitment event, getting a new sponsor or a new traineeship – we do perform for the first time. That is why we make a lot of mistakes on the way. From some of them we can learn on the spot. But not every mistake is that obvious. Moreover, in achieving our goals not only avoiding the mistakes is important, but also doing what we do, the best we can.

**However learning from our own mistakes has a huge added value, we do not need to invent the wheel each time we signed up for some project.** Time is very precious so it is a good idea to use it wisely and intensively.

Instead of building something from the scratch we can just use some help of those who went the same path before us and who are more than willing to share their experience. That is why International Trainers' Pool was created.

**In my ELSA time I have attended dozens of trainings.** It helped me a lot in management of both - people and projects. Back in the days, thanks to trainings organized by ELSA alumni, the knowledge I have gained during those trainings, brought a lot of order into my ELSA work and helped me to avoid unnecessary mis-

takes. I have changed my approach towards team work and project management completely. Back then, it helped me to save a lot of time and helped me to cope with very stressful tasks and difficult, demanding or even strange people.

I have always believed in the great value of trainings in ELSA, but I am able to fully appreciate it, just now, while being a lawyer and litigator.

The knowledge you all get from trainers in ELSA has no less meaning than the one people get from the trainings given by professional training companies.

**Furthermore this knowledge has universal value, so if you are taught how to manage a team,** a stressful situation, a project, how to negotiate, how to create and sell the product in ELSA - this is also what you will be doing as a lawyer in your future. Now it is the time and the opportunity to get this knowledge for free and to put it into practice while working for ELSA.

Please, do not forget, that nowadays, being a successful lawyer means being also a good manager, who can attract the client and keep him around. For that you need not only some legal background but also soft skills on the high level.

**What could be then the better option if not applying for trainings conducted by ITP trainers?** We all have quite some ELSA experience, the professional background with a complexed knowledge about the legal and/or business market. That is why I highly recommend you to attend as many trainings as you can and then - to practice, practice and practice – as excellence is not an act but habit.

# What do grandmas know?

## *or A Training Career*



**Calina Mircea**  
The ITP Trainer  
ELSA International

**When I decided to go to Law School my parents were very happy.** First, because it's a high esteemed profession and secondly because they thought I

would spare them of my over-argumentative "fits" or at least put them to better use. My grandma was not as happy, she didn't like lawyers because she met one once. "You should be a teacher", she said, "because you talk a lot and you explain well". What do grandmas know?

So I went on to be a lawyer, mostly because of "Ally McBeal", but also because of more serious reasons like "Judging Amy".

**Studying Law in Romania, at the Bucharest State University can be anything you want it to be.**

You can lay low and study right before the exams and get decent passing grades. You can aim high and study seriously and then only the best of the best can get the maximum grades. I wanted it to be practical. If you want that, you have to join ELSA.

I have spent 3 years in the organization, first as a Fundraising Director then as the initiator and coordinator of "En-route through Law" the only legal career guide in Romania. I also attended and organized training events, seminars and parties. To this day it is hard for me to go to parties that don't represent the celebration of a well done project or are not the social schedule of an event. And to this day I find it hard to create strong bonds with people that I've not done a project with.

**In the meantime, each year I would do an in-**

**ternship, during the summer.** I have been in the Bucharest Courthouse, a criminal law office and a consultancy company. I have met judges and court clerks, I have met defendants and criminals, I have met corporate clients and due diligence reports and I must say, the later were the scariest.

Before the 4th year of Law School, in the summer of 2010 I have decided to attend Cluj-Napoca's "Train the Trainers ELSA Romania" and by the end of the program, I have decided to become a trainer instead of a lawyer.

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*I never said no to a training opportunity even if most of them weren't paid.*

**I was very decisive back then but I had no idea where to start.**

There's a lot of ways you can become a trainer in Romania and I knew none of them. I started by getting in contact with people who have been training me in ELSA. Lucky for me, a few of them actually founded the Romanian Training institute (IRT) and they were putting together a trainers' community in Bucharest, "Training Caffe". I joined it and I soon got a job at the IRT as a project assistant in a World Bank funded project that was delivering Management courses to court clerks.

**At the same time I started doing lots of training in every form that I learned it's possible.** I never

said no to a training opportunity even if most of them weren't paid. I could not be picky so everything related to training was experience I have delivered training for various NGO's among which "Red Cross", IAA Young Professionals and obviously ELSA. I was participating to every training I could (luckily, for young professionals they were either cheap or free) and I was learning from the best in IRT. I also attended the Train the Trainer ELSA International, organized by ELSA Germany and there I got to meet Koen Klootwijk, Nina Klotz and Jochen Hoerlin as they have helped me learn so much about group dynamics, feedback and leadership.

**The IRT experience was mostly about training assistance and all the administrative baggage** that structural projects come with, but also about shadowing some of the best Romanian trainers and a few international ones. This also came with my personal struggle of not seeing things through, feeling that these training programs have very little measurable results and I was mostly consoling myself with saying we opened a few horizons, we gave them the tools and so on. But then we were gone.

**When the project was over at the IRT, I was ready to take on a new challenge.** I had never been an "inside trainer" in a corporation and I was ready to experience that. I joined the Hilton team and I am currently Training Coordinator for the Athenee Palace Hilton and I must say this satisfies my requirements for diversity, and dynamics. My participants are anything from qualified cooks to international chefs, waiters or sommeliers, doormen and concierges totally passionate about their jobs, young Front Office Attendants and not so

young Housekeepers, new and old management, local and international people. This guest oriented culture is much to my liking and here I get to supervise job skills trainings, and deliver company culture training sessions as well as soft skills, customer care and management training.

**Here I have learned that there is great advantage in having your people "in-house".** It is very satisfying to build and apply a training strategy, to be able to follow-up effortlessly, for weeks after training (I call it the canteen or coffee-break follow-up) and to conduct 3 months training programs with just a two hour session per week. You can also encourage and monitor, learning through projects and coaching. You can actually see the change and measure your results. The business demands that you do. The usual learning process changes a bit, people don't need so much ice-breaking time and they want to cut straight to the point. They crave good content, where I have been taught it's all about the process. They want the "How-to"s whereas I learned it's about the "Why"s. Also the trainers I coordinate are doing job-skills training which is fairly different. It implies 15 minutes to 1 hour, bite-size sessions with tasks and procedures explained by the trainer and performed by the trainee with supervising,

until trainees get all the skills necessary to do their jobs at full capacity.

Other learning points for me include best tuna stake a la chef Marco, best cafe latte from Daniel our bartender and amazing black and white moose from Mimi our Pastry chef.



**A possible challenge can be being part of Human Resources.** This positions you in a way. Even if you are a trainer, you are part of the department that also sanctions the House Rules and decides who gets promoted or who gets fired, who gets a warning or who gets a raise. So one thing that you want to figure out before joining a company as their Training Coordinator is what is the image of the HR Department. If people don't trust HR there might be little chance you can create a safe space during training.



*You really don't need people with experience for most positions, as long as you offer them a good training program.*

**What is interesting to observe in a company like this is the change processes that take place and the various ways they are managed.** We have the mobile people, those who have mobility and stay for roughly three years in a location and then move to a new one and immobile people, some of which have been in the same hotel, with the same job for as much as 15 years. Now imagine you are the new Training Coordinator of a company and you need to teach someone that has been a concierge (and a highly reputed one) for the past

15 years, about the new organizational culture, and the beautiful values that we all believe in and they tell you it's the 4th set of values they have had to memorize.

**Big international companies can be very good schools and this is basically part of the process that keeps them in the top.** The best practices, procedures, training system and content are available to any new office from the beginning because it's part of the chain. So you really don't need people with experience for most positions, as long as you offer them a good training program. This allows you to have access to more potential candidates, pay them less and offer them the possibility to develop internationally with your mobility programs and international trainings.

At the same time a career as an in-house trainer can turn out to be a dead end, unless you are willing to move to another location.

Some time ago I had to explain to my grandma what I do for a living.

Grandma: What is a trainer?

Me: Well a trainer is someone who constructs learning processes to help people develop new skills

G: So you're a teacher?

M: No. A trainer helps people learn by using experiential learning, It's non-formal education.

G: Ok ok, you're a trainer. For what grades?

What do grandmas know...



# A path to follow

*or How I became  
an ITP Trainer*



**Katrien Willems**  
The ITP Trainer  
ELSA International

**After a very active period within ELSA, from 2005 to 2009, the time was there to commit to ELSA on another level:** the Inter-

national Trainers' Pool. When subscribing for the TTTW in 2011 I felt the need to be able to share the knowledge I had gained within the network to the next generations. ELSA had provided me with so much extra luggage, it was only fair to offer something in return. Also I have had a lot of trainings before from the ITP-trainers and it was a pleasure to be able to join such a group of devoted people.



*Soft skills are important for a student and individual in general to grow in their life*

**The training-virus hit me in full at the beginning of this year after attending a successful advanced trainers event organised by EFPSA and made it clear which path I want to travel further as a trainer.** Although soft skills are important for a student and individual in general to grow in their life, an organisation as such needs guidance as well.



*I have used these skills and knowledge already outside of ELSA*

**As an active member within ELSA you see that the organisation lives by its members and has its own way of moving (forward).** This movement can be guided by a trainer and is sometimes necessary, e.g. when there is a decline of memberships, conflict within a board, feeling of being “stuck” and not able to move forward, etc... All these problems request a specific answer and it is this answer I want to provide as a trainer. Together with Jean-Marc Lauwers – also a Belgian ITP-trainer – I have used these skills and knowledge already outside of the ELSA framework, much to our delight and success of the organisation we delivered the training for.

If your national or local group is ever in need of a guiding word, or you want to improve your soft skills, know that there is a very competent group of trainers waiting for you!

# João the Team-Builder

*or The experience from  
the Teambuilding Training*



**Hector Tsamis**  
Secretary General  
ELSA Greece 14/15

**As a member of ELSA for some years now,** I have attended several training sessions delivered by trainers of the International Trainers' Pool.

One of my most enlightening and beneficial experiences, was the session I had the chance to attend during the IV Supporting Area Meeting of ELSA held in the Spanish capital of Madrid in early September 2014.

**João Thiago Rocha Ferreira, an ITP trainer originated from Portugal, had come all prepared to hold a training on teambuilding.** We took our seats and we waited for him to start explaining to us the usual theoretical meanings of teambuilding and present some effective ways of smoother cooperation. We had not expected what we were about to experience. The next few hours were filled with a wide range of exercises, through which we got acquainted with each other and found out more about ourselves and the personality we tend to develop during teamwork projects.

**João used the power of interaction to incorporate us in the essence of teambuilding.** After an icebreaking game, it was time for some teaching on collaborative schemes. Having understood the basics, we discovered several personality traits via a

questionnaire that gradually unfolded and built the profile of each one as far as our participation in a group is concerned. Last but not least, a teambuilding session could not be concluded without the introduction of some fair competition. We were divided into groups of 4 people with the task of creating a structure that would prevent an egg from breaking after falling from the first floor, using only few designated materials and no verbal communication.

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*We had not expected what we were about to experience.*

João managed to encompass both solemnity and amusement in the training he delivered. His way of disseminating information and catching the participants' attention was remarkable. As a trainer, he was as close and as distant as he should have been, so that we envisage the better implementation of the principles of teamwork and group cooperation. And, I can honestly admit that the friends I made in Madrid and the work we produced together are incomparable!

# The ITP Trainers:

*Highly skilled professionals, who can deliver trainings on any topic you choose!*

## Andras Perlaki

**Nationality:** Hungarian  
**Entrance in ITP:** 2007

**Preferred trainings:** BEE, IM, FM, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Time management, Board management, Human resources, Strategic planning, Project management, Public speaking, Decision making, Leadership

**Current location:** Budapest, Hungary

## Andras Szilagyi

**Nationality:** Hungarian  
**Entrance in ITP:** 2009

**Preferred trainings:** BEE, IM, FM, MKT, AA, S&C, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Board management, Strategic planning, Project management, Chairing, Public speaking, Decision making, Leadership

**Current location:** Budapest, Hungary

## Calina Mircea

**Nationality:** Romanian  
**Entrance in ITP:** 2011

**Current location:** Bucharest, Romania

## Claas Seestädt

**Nationality:** German/Swiss  
**Entrance in ITP:** 2011

**Preferred trainings:** IM, S&C, Teambuilding, Team leading, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Time management, Board management, Project management, Leadership.

**Current location:** Geneva, Switzerland

## Ania Ziemnicka

**Nationality:** Polish  
**Entrance in ITP:** 2011

**Current location:** Warsaw, Poland

## Cristina Dan

**Nationality:** Romanian  
**Entrance in ITP:** 2011

**Preferred trainings:** FM, S&C, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Human resources, Project management, Fundraising, Public speaking, Decision making, Leadership

**Current location:** Cluj-Napoca, Romania

## Arabela Trifoi

**Nationality:** Romanian

**Entrance in ITP:** 2011

**Preferred trainings:** Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Timemanagement, Fundraising, Public speaking, Decision making

**Current location:** Bucharest, Romania

## Jürgen Stein

**Nationality:** German

**Entrance in ITP:** 2011

**Preferred trainings:** IM, Teambuilding, Presentation skills, Strategic planning

**Current location:** Germany, Frankfurt

## Delia Orabona

**Nationality:** Italian

**Entrance in ITP:** 2009

**Preferred trainings:** STEP, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Board management, Human resources, Strategic planning, Project management, Chairing, Public relations, External relations, Institutional relations, Public speaking, Decision making, Leadership

**Current location:** Brussels, Belgium

## Espen Nakstad

**Nationality:** Norwegian

**Entrance in ITP:** 2001

**Current location:** Oslo, Norway

## João Thiago Rocha Ferreira

**Nationality:** Portuguese

**Entrance in ITP:** 2011

**Preferred trainings:** BEE, IM, MKT, AA, S&C, Teambuilding, Team leading, Presentation skills, Motivation skills, Communication and networking, Timemanagement, Human resources, Strategic planning, Project management, Chairing, Fundraising, External relations, Public speaking, Leadership, General ELSA Knowledge

**Current location:** Cork, Ireland

## Giovanni Jaerisch

**Nationality:** German

**Entrance in ITP:** 2011

**Preferred trainings:** Teambuilding, Team leading, Presentation skills, Conflict management, Communication and networking, Timemanagement, Board management, Human resources, Chairing, Public relations, Public speaking, Decision making, Leadership

**Current location:** Berlin, Germany

## Koen Klootwijk

**Nationality:** Dutch

**Entrance in ITP:** 2009

**Preferred trainings:** BEE, IM, MKT, AA, MCC, S&C, STEP, Teambuilding, Team leading, Presentation skills, Timemanagement, Board management, Human resources, Strategic planning, Project management, Chairing, External relations, Institutional relations, Public speaking, Decision making, Leadership

**Current location:** The Netherlands

### Dixsha Patel

**Nationality:** British  
**Entrance in ITP:** 2011

**Preferred trainings:** IM, MKT, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Board management, Human resources, Strategic planning, Project management, Chairing, Fundraising, Public relations, External relations, Institutional relations, Public speaking, Decision making, Leadership

**Current location:** London, United Kingdom

### Jean-Marc Lauwers

**Nationality:** Belgian  
**Entrance in ITP:** 2011

**Preferred trainings:** BEE, FM, MKT, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Board management, Risk management, Human resources, Strategic planning, Project management, Chairing, Fundraising, Public relations, External relations, Institutional relations, Public speaking, Leadership

**Current location:** Mechelen, Belgium

### Óscar A. Loma Bouza

**Nationality:** Spanish  
**Entrance in ITP:** 2011

**Preferred trainings:** BEE, FM, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Communication and networking, Board management, Human resources, Strategic planning, Chairing, Public relations, External relations, Institutional relations, Public speaking, Leadership, Relaxation, intercultural communication

**Current location:** Vienna, Austria

### Johanna Lindblad O Duininn

**Nationality:** Swedish  
**Entrance in ITP:** 2009

**Preferred trainings:** BEE, IM, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Communication and networking, Timemanagement, Board management, Human resources, Strategic planning, Project management, Chairing

**Current location:** Stockholm, Sweden

### Katrien Willems

**Nationality:** Belgian  
**Entrance in ITP:** 2011

**Preferred trainings:** IM, MKT, S&C, Presentation skills, Motivation skills, Communication and networking, Timemanagement, Risk management, Project management, Leadership

**Current location:** Mechelen, Belgium

### Josefine Petersen

**Nationality:** Swedish  
**Entrance in ITP:** -

**Preferred trainings:** AA, MCC, S&C, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Timemanagement, Project management, Public speaking, Decision making

**Current location:** Stockholm, Sweden

### Kamil Symanski

**Nationality:** Polish  
**Entrance in ITP:** 2013

**Current location:** Poland

## Lucia Palusova

**Nationality:** Slovakian  
**Entrance in ITP:** 2009

**Preferred trainings:** BEE, IM, FM, MKT, AA, MCC, S&C, STEP, Teambuilding, Team leading, Presentation skills, Motivation skills, Communication and networking, Timemanagement, Board management, Human resources, Strategic planning, Project management, Public speaking, Leadership

**Current location:** Sydney, Australia

## Karina Sultanova

**Nationality:** Kazakhstani  
**Entrance in ITP:** 2001

**Preferred trainings:** Teambuilding, Team leading, Presentation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Risk management, Strategic planning, Project management, Public speaking, Leadership

**Current location:** Paris, France

## Judit Osika

**Nationality:** Hungarian  
**Entrance in ITP:** 2011

**Preferred trainings:** Teambuilding, Team leading, Presentation skills, Motivation skills, Communication and networking, Timemanagement, Public speaking, Decision making, Leadership, Creativity

**Current location:** Hungary, Budapest

## Jochen Hoerlin

**Nationality:** German  
**Entrance in ITP:** 2007

**Current location:** Munich, Germany

## Tiago Moreira Alves

**Nationality:** Portuguese  
**Entrance in ITP:** 2007

**Preferred trainings:** IM, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Board management, Risk management, Human resources, Strategic planning, Project management, Chairing, Fundraising, Public relations, External relations, Public speaking, Decision making, Leadership

**Current location:** Porto, Portugal

## Mirko Djukovic

**Nationality:** Montenegrin  
**Entrance in ITP:** 2011

**Preferred trainings:** BEE, IM, MKT, S&C, STEP, Teambuilding, Team leading, Presentation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Board management, Human resources, Strategic planning, Project management, Chairing, Public speaking, Decision making, Leadership

**Current location:** Podgorica, Montenegro

## Mircea Moraru

**Nationality:** Romanian  
**Entrance in ITP:** 2007

**Preferred trainings:** BEE, IM, FM, MKT, MCC, S&C, Team leading, Presentation skills, Conflict management, Negotiation skills, Timemanagement, Board management, Risk management, Human resources, Strategic planning, Project management, Chairing, Fundraising, External relations, Institutional relations, Decision making, Leadership

**Current location:** Bucharest, Romania

### Natasha Shotunde

**Nationality:** British

**Entrance in ITP:** 2011

**Preferred trainings:** BEE, IM, AA, S&C, STEP, Teambuilding, Team leading, Presentation skills, Negotiation skills, Communication and networking, Timemanagement, Board management, Strategic planning, Project management, Chairing, Fundraising, Public relations, External relations, Institutional relations, Public speaking, Decision making, Leadership

**Current location:** London, United Kingdom

### Sylvie Kleinke

**Entrance in ITP:** 2007

**Preferred trainings:** BEE, IM, MKT, S&C, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Board management, Risk management, Human resources, Strategic planning, Project management, Chairing, Fundraising, Public relations, External relations, Institutional relations, Public speaking, Decision making, Leadership

### Nina Klotz

**Nationality:** German

**Entrance in ITP:** 2007

**Preferred trainings:** BEE, IM, S&C, Teambuilding, Team leading, Presentation skills, Motivation skills, Conflict management, Negotiation skills, Timemanagement, Board management, Strategic planning, Project management, Chairing, Public speaking, Decision making, Leadership

**Current location:** Munich, Germany

### Sofia Amaral

**Nationality:** Portuguese

**Entrance in ITP:** 2000

**Preferred trainings:** IM, MKT, Presentation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Board management, Human resources, Project management, Chairing, Public relations, Public speaking, Decision making

**Current location:** Lisbon, Portugal

### Marcin Krzysko

**Nationality:** Polish

**Entrance in ITP:** 2008/2012

**Preferred trainings:** BEE, IM, MKT, S&C, Teambuilding, Team leading, Presentation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Risk management, Human resources, Strategic planning, Project management, Fundraising, Public relations, External relations, Public speaking, Decision making, Leadership, How to Sell a Product or Service, Recruitment Process, OYOP, Promotion, Human Marketing, Active Listening

**Current location:** Warsaw, Poland

### Sara Lema Bouza

**Nationality:** Spanish

**Entrance in ITP:** 2011

**Preferred trainings:** IM, MKT, Presentation skills, Conflict management, Negotiation skills, Communication and networking, Timemanagement, Board management, Human resources, Project management, Chairing, Public relations, Public speaking, Decision making

**Current location:** Coruna, Spain

## Rudolf Reiet

**Nationality:** German  
**Entrance in ITP:** 2009

**Preferred trainings:** BEE, IM, S&C, Teambuilding, Presentation skills, Communication and networking, Timemanagement, Board management, Risk management, Project management, Chairing, Leadership, Intercultural Communication

**Current location:** Bonn, Germany

## Rebeca Cenalmor Rejas

**Nationality:** Spanish  
**Entrance in ITP:** 2002

**Preferred trainings:** Teambuilding, Presentation skills, Conflict management, Negotiation skills, Time management, Board management, Strategic planning

**Current location:** City of Panama, Panama

## Ketevan Aleksidze

**Nationality:** Georgian  
**Entrance in ITP:** 2009

**Preferred trainings:** BEE, S&C, Supportive skills, Soft skills

**Current location:** Paris, France

## Stefan Dugajlic

**Nationality:** Serbian  
**Entrance in ITP:** 2013

**Preferred trainings:** IM, Team leading, Motivation skills, Negotiation skills, Time management, Public relations, External relations

**Current location:** Novi Sad, Serbia

## Tuulia Hietaniemi

**Nationality:** Finnish  
**Entrance in ITP:** 2009

**Current location:** Hamburg, Germany

## Pierangelo Graziani

**Nationality:** Italian  
**Entrance in ITP:** 2009

**Current location:** Rome, Italy

## Patrick Zupansic

**Nationality:** Dutch  
**Entrance in ITP:** 2009

**Preferred trainings:** IM, S&C, Presentation skills, Negotiation skills, Risk management, Project management, Chairing, General ELSA Knowledge.

**Current location:** Almere, the Netherlands

# Train the Trainers Week & Refreshment Week

*Unlocked potential for the Network*

There comes a time in any volunteer's life in which the feeling of duty towards the organization that improved you as an individual appears. All of the information and the skills gathered in the network by the individuals could be transferred back to the network by means of an efficient knowledge sharing experience.

The most obvious and simple way of sharing the knowledge and experience gathered throughout the years in ELSA is by means of a training. But one can not simply deliver a training for the network. Firstly, a certain stage must be passed.

The Train the Trainers Week is an event meant to bring new highly skilled trainers to the International Trainers' Pool. This event is addressed to experienced individuals from the network that have gained enough knowledge, experience and skills in order to share it in a constructive and structured way. This event is meant to prepare the potential trainers for the challenging responsibility of delivering trainings

for the whole network. Do not feel intimidated by the scale of this event and subsequently the role that you might gain, but think of the potential that you can unlock for yourself and for the network.

If you are already part of the International Trainers' Pool you need to take part in the Refreshment Week. This event is meant to conserve and enhance the quality of trainers and trainings in general. By means of this session, trainers get the opportunity to exchange ideas and learn from each other innovative techniques for delivering trainings. Consider the role and responsibility you have as an ITP trainer and take time to participate in this event.

Participating in these events will ensure the quality of trainings for the future generations of the organization. If you think that you are not ready, consider contacting us for some advice. If your time is short, but you know your responsibility to participate is crucial, contact us.

Have you ever dreamed about becoming a professional Trainer?

Have you ever thought that you have enough skills and motivation to teach others?

Do you believe in the power of trainings?

**Then it is your time to apply for the Train the Trainers' Week!**

For further details about the event, please stay tuned at <http://elsa.org/>

## **ELSA International**

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