



Ekaterine Marukashvili

Youth Worker / Project Manager

As long as I am doing what I love, I do not need free time

Contact

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Address

12 Melikishvili St., Kutaisi, Georgia

Education

2015 - 2017

Master Degree

People Friendship University of Russia. Faculty of Philology.

2013 - 2015

Master Degree

Akaki Tsereteli State University. Faculty of Humanities.

2009 - 2013

Bachelor Degree

Akaki Tsereteli State University. Faculty of Humanities.

Positions Held

- Secretary General
- Project Coordinator
- Youth Worker
- Financial Manager
- Procurement & logistics Manager
- Teacher

Languages

Georgian

English

Russian

Work Experience

2023 -

- Research-Intellectual Club "Dialogue of Generations"

Financial Manager

2020 -

Research-Intellectual Club "Dialogue of Generations"

Honorary Secretary General

The Honorary Secretary General is appointed by the presidium after three years of successful management of the organization and retains this status permanently.

2017 - 2020

Research-Intellectual Club "Dialogue of Generations"

- Secretary General

Responsibilities:

The organization's charter determines the rights and responsibilities of the general secretary.

The Secretary General's competence includes:

- Coordinating the organization's work;
- Distributing tasks and responsibilities among council members;
- Managing and monitoring current projects and programs;
- Being accountable to the general meeting of members;
- Presenting the annual report to the general meeting, presidium, and board.

- 2015 - 2017

Research-Intellectual Club "Dialogue of Generations"

Deputy of Secretary General

The responsibilities of the Deputy Secretary General include:

- Assisting the Secretary General in coordinating the work of the organization, and performing the duties of the Secretary General in his absence;
- Work with members of the organization, distribution of tasks and responsibilities;
- Management current projects and programs;
- Presenting the annual report to the general meeting, presidium, and board.

References

Nugzar Kokhraidze

Research-Intellectual Club "Dialogue of Generations" Co-founder / Chairman

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Irakli Tevzadze

Research-Intellectual Club "Dialogue of Generations" Secretary General

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2012 - 2014

Research-Intellectual Club "Dialogue of Generations"

RICDOG "Volunteer Club" Area Coordinator

Responsibilities:

Program coordination, management and facilitation;

Working with the organization's volunteers to popularize and establish volunteer activities, including the formation of the organization's human resources policy;

Organizing meetings and educational trainings for participants;

Organizing and carrying out the events foreseen by the program.

Implemented Projects

2022 - 2025

USAID Civic Education Program

Project Coordinator in the Imereti region

Work with 50 partner schools of the program at all levels (principals, teachers, students in grades 7-12) in 7 municipalities of Imereti.

Implementing the work plan foreseen by the program;

Informing the public about the program;

Coordinating the activities defined by the program;

Conducting appropriate work with target groups to achieve the goals set by the program;

Organizing events set by the program;

Collecting information needed for the program at the local and national levels;

Objective of the project:

The program aims to raise young people with a strong civic consciousness and involvement in civil processes. It introduces technology into the teaching and learning process of civic education, promotes the development of a democratic culture in schools, and fosters connections between businesses and schools.

2020 - 2021

"GAME-zone"

Project Coordinator

responsibilities:

Full achievement of project objectives and completion of all planned work required for successful implementation.

Work plan development and control.

Assembling and managing the organizational group.

Assigning responsibilities to the team.

Organizing a suitable space for the project.

Objective of the project:

Creation of a youth space for young people aged 14 to 29 living in the municipality of Bagdati, which will contribute to the development and activation of their personal skills and competencies, as well as to the involvement of local youth in the decision-making process at the local level.

2018 - 2020

Ensuring participatory decision making processes at regional and national levels
by empowering NGOs/CSOs

Project Coordinator in the Imereti region

The project aimed to strengthen civil society organizations and local authorities, increase public awareness of the environmental impact assessment process and facilitate their participation in the decision-making process.

Objective of the project:

Supporting the harmonization of local laws in accordance with EU directives and mobilizing social groups.

2014 - 2015

Program "Youth Parliament of Kutaisi"

Project Coordinator

Objective of the project:

Introducing democratic principles and values, forming youth policy, promoting the development of leadership qualities among young people, popularizing the idea of self-government, involvement in the decision-making process, protecting and upholding the rights of youth and students.