

RUBAICA JALIWALA

Wrangelstrasse 86, 10997 Berlin, Germany

<http://jaliwala.de> / rubaica@yahoo.com

Education

- 2012 Doctor of Economics and Social Sciences (Dr. rer. pol.). Dissertation on, “*Political Education in a Plural Society: Using the Anti-Bias Approach to Challenge Oppression in Bombay and Berlin*”, Faculty of Social Sciences, University of Kassel, Germany. Supervisor: Dr. Aram Ziai
- 2008 Advanced Training for Trainers, “Berlin DiverCity”, organised by Eine Welt der Vielfalt Berlin e.V. Sponsored by the EU Community Initiative Equal.
- 2004 European Masters (M.A.): Intercultural Education, Faculty: Psychology and Pedagogics, Free University Berlin, Master Thesis: “Identity of Young Muslims in an Islamophobic Society”.
- 1999 Diploma in Marketing Management, Xaviers Institute of Management, Mumbai, India
- 1993 Bachelor of Arts (B.A.): Psychology and Political Science, Jai Hindi College, Bombay University, India
- 1990 Higher Secondary School Certificate (undergraduate), Bombay University, India
- 1988 Secondary School Certificate, Alexandra Girls English Institution, Mumbai, India

Work Experience

August 2011 – till date **Programme Office
International Office, International Cultural Youth Exchange, Berlin,
Germany**

- Planning, organising and implementing capacity building projects and measures for staff, board members and co-workers of ICYE National Committees in 40 countries in Europe, Asia, Africa and Latin America in the field of volunteering, e.g. on themes such as Human Rights Education, anti-bias and diversity, sustainable development, gender, anti-racism, volunteer activism, etc.
- Developing project ideas and concepts for ICYE members worldwide and relevant to the field of volunteering, fundraising, networking, etc.
- Represent the ICYE Federation’s views and interests with regards to European institutions (European Commission, Education Audiovisual and Cultural Education Agency) and within platforms for activities and campaigns related to volunteering, active citizenship, intercultural dialogue, etc.
- Data collection and analysis of ICYE National Committees’ European Voluntary Service (EVS) activities and partnerships to assess the potential and particular interests of ICYE National Committees in 39 countries worldwide
- Finding partners for European Voluntary Service (EVS) as well as for the ICYE Federation (e.g. development of new partnerships in Nepal, China, Poland, Slovakia)
- Providing information and support to ICYE National Committees for centralized grant application rounds of the European Commission (i.e. Youth in Action 2007-2013 and Erasmus+ programmes), collecting data, giving advice on priorities and quality standards

- Monitoring the implementation of voluntary service projects in participating countries around the world, mediating and taking decisions to resolve conflicts at the local and international level
- Editorial tasks include writing and editing articles and texts for the ICYE Newsletter “Worlds of Experience” on specific themes (e.g. “Migrating Identities for the 31st edition of the ICYE Newsletter), for the ICYE Federation website and Facebook, for project-related publications, volunteer testimonials, manuals, guides and impact assessment reports related to volunteering
- Advising National Committees on applying for grants to the ICYE Federation Training and Programme Development Fund (TPDF), screening and processing applications and the final evaluation process, as well as monitoring and evaluating outcomes of projects that have received grants

Nov. 2006 – Feb 2007 **Co-Editor and Author of the Berlinale Talents Magazine**

Nov. 2007 - Feb. 2008 **and Coordinator of Talent Press, Berlin, Germany**

Nov. 2008 – Feb. 2009 *Berlinale Talents is the annual summit and networking platform of the*

Nov. 2009 – Feb. 2010 *Berlin International Film Festival*

Nov. 2010 – Feb. 2011

- Pre-selection of candidates for Talent Press 2007 and 2008
- Member of the jury for Talent Press
- Planning of the Talent Press programme
- Organisational and co-ordinating activity for Talent Press
- Co-editor of the Talent Campus Magazine 2007
- Writing texts of the Talent Campus Magazine 2008

Berlinale Talents is the annual summit and networking platform of the Berlin International Film Festival for 300 emerging film creatives from all over the world.

2000 – 2003

Programme Officer, Cultural Department

2004 – 2006

Goethe-Institut Mumbai (Bombay), India

- Responsible for planning and coordination in all programme areas (visual and performing arts, film, theatre, music, literature, seminars and lectures on socially and culturally relevant subjects)
- Planning and coordination with German and Indian partners and collaborators
- Networking and scouting for new and relevant partners in the cultural arena
- Resource person for German cultural organisations, NGOs, festivals, etc.
- Responsible for designing, editing and publishing all programme related material such as the bi-monthly programme, posters, invitations, handouts, etc.
- Responsible for public relations and media of the Institute
- Concept, planning and implementation of specific local projects

1999 – 2000

One year voluntary service project in Germany during which eight months as programme assistant at the International Cultural Youth Exchange (ICYE), International Office, Berlin

- Assistance in running the projects and seminars supported by the European Commission and organised by ICYE. Activities included:
 - Organisational and administrative activities for the seminars
 - Providing training and assistant to the participants
 - Grant report writing for projects supported by the European Commission
- Responding to information requests from potential programme participants
- Providing information and support to the ICYE National Committees around the world

- Compilation of data received from the National Committees and feedback to them to ensure quality standards
- 1996 – 1999 **Junior Executive, Ind’Europe Consulting Private Limited, a marketing consultancy, Mumbai, India**
- Supervision of market studies and preparation of the final report
 - Monitoring the activities of the clients’ and competing brands in the market
 - Promoting brands of the clients we represented in India
 - Coordinating with a network of correspondence in the 5 metros of India and liaising with the Head Office in Paris for the follow-up of projects
 - Preparation of market reports for the clients and for internal assessment of the market situation
- 1999 **Three weeks internship at the Ind’Europe office in Paris, France**
- 1994 – 1995 **Executive Assistant, Credit Commercial de France (CCF), Representative Office in Mumbai, India**
- Bilingual assistance in the export credit activities of the bank
 - Liaising with the Head Office in Paris, Indian banks and companies
 - Accounts and Administration of the office

Cultural Activities (freelance)

- 2015 Translation (German to English) of six chapters of the novel “Havarie” by Merle Kröger for ‘Confronting Logistics: Ports, Migration, Encounters’, a symposium at the Haus der Kulturen der Welt, Berlin, September 2015
- 2015 Translations (German to English) for the documentary film by Philip Scheffner, “Havarie”.
- 2015 Translations (German to English) for the documentary film by Philip Scheffner, “Andek Ghes”.
- 2014 Translations of sound recordings from the sound archives of The Humboldt University of Berlin for the project “Gefangene Stimmen”.
- 2012 Translations (German to English) for the documentary film “Revision” by Philip Scheffner.
- 2010 Translations (German to English) for the documentary film “Day of the Sparrow” by Philip Scheffner.
- 2008 Translations for the documentary film “The Halfmoon Files” by Philip Scheffner, and of texts of the exhibition (related to the film), “The Making Of...”
- 2006 Translation (from German to English) of the crime novel “Cut!” by Merle Kröger.
- 2006 Jury member at the 21. International Short Film Festival Hamburg 2006.
- 2005 English Editor of the English-German publication “Cultural Transfer. India, Germany, Austria”, Parthas, August 05.

List of Publications

- 2016 Editor of the report and summary of the “ICYE Impact Assessment – Human Rights in Diversity within the framework of the project ‘Communicating Human Rights in Diversity’, produced by the ICYE International Office and co-funded by the Erasmus+ Programme of the European Union. <http://www.icye.org/publications/>
- 2016 Editing and writing for the “Toolkit – Human Rights Education in Volunteering” within the framework of the project ‘Communicating Human Rights in Diversity’, produced by the ICYE International Office and co-funded by the Erasmus+ Programme of the European Union. <http://www.icye.org/publications/>
- 2013 Co-Author and editor of “IMPACT – ICYE: Practical Guide for Assessing the Impact of Long-term International Volunteering”, produced by the ICYE International Office within the framework of the projects “Training for Cross-Cultural Volunteering Impact” and “Evaluation of a Volunteering Research Training” and funded by the Youth in Action Programme (2007-2013) of the European Union. <http://www.icye.org/publications/>
- 2012 Author of the doctoral thesis “Political Education in Plural Societies: Using the Anti-Bias Approach to Challenge Oppression in Bombay and Berlin,” Faculty of Social Sciences, University of Kassel, Germany. <https://kobra.bibliothek.uni-kassel.de/bitstream/urn:nbn:de:hebis:34-2012102942053/5/ThesisRubaicaJaliwala.pdf>
- 2010 Author of “Extending the Practice of Gender through Intercultural Learning. Gender sensitivity at (voluntary) work,” a publication of the Coordinating Committee for International Voluntary Service (CCIVS), Paris, France, 2010, funded by the Youth in Action Programme of the European Commission and the Council of Europe. The two part manual provides a theoretical background on contemporary gender deliberations and present tools for use in International Voluntary Service. http://ccivs.org/tools.php?search_tag=ccivs&search_string=&pageNo=2
- 2008 Co-author of the “Practical Guide for ICYE/EVS Trainings in EU & Partner Countries” (2008) within the framework of the project, “Promoting Interethnic Dialogue and Intercultural Learning. Training for EVS sending and host organisations in EU, African and Asian Countries”. <http://www.icye.org/publications/>
- 2008 Author and editor of the documentation on the EU-Asia EVS Project, “Youth and Intercultural Dialogue,” (2008) from September 2007 – June 2008 which evaluates intercultural learning, communication and cultural adaptation experiences of the young volunteers through their own narrations. Commissioned by the International office of ICYE (International Cultural Youth Exchange). <http://www.icye.org/images/stories/Publicationspdf/euasiajun08.pdf>
- 2005 Author of the article, “No Riots in Berlin!” in “Cultural Transfer. India, Germany, Austria”, Parthas, August 05. http://www.im-export.net/en/chapter_four.htm
- 2004 Co-Author of the Master Thesis, “Identity of Young Muslims in an Islamophobic Society. What role does the Robert-Koch-Oberschule play in the identity building process of its Muslim pupils?” for the European Masters in Intercultural Education, Faculty of Psychology and Education, Free University of Berlin, August 31, 2004.

Pedagogical Activities (freelance)

- 2017 Co-trainer of “Youth Work Can Unite: Merging Parallel Realities in Europe”, training for NGOs in Europe, focusing on anti-racism and supporting refugees in Europe. February 22 - 26 2017, Graz, Austria. Organised by Grenzenlos Austria and ICYE International Office (ICYE - International Cultural Youth Exchange).
- 2016 Co-facilitator of “Calling Youth to Action in a Global Visibility Drive”, training for communication professionals in the field of long-term international volunteering. November 16 – 20, 2016, Accra, Ghana. Organised by ICYE Ghana and ICYE International Office.
- 2016 Co-facilitator of the Gauging Impact Conference of the “Communicating Human Rights in Diversity” project. April 21 – 25, 2016, Bogotá, Colombia. Organised by ICYE Colombia and ICYE International Office.
- 2016 Co-trainer of “Volunteers at the Interface between Formal and Non-Formal Education. International Multipliers Training” for youth NGOs and educational institutions. February 7-11, 2016, Vienna, Austria. Organised by Grenzenlos Interkultureller Austausch / ICYE Austria and ICYE International Office.
- 2015 Co-trainer of “Communicating Human Rights in Diversity. International Training for Human Rights Education Multipliers”. March 19 – 23, 2015, Copenhagen, Denmark. Organised by Dansk ICYE and ICYE International Office.
- 2014 Co-facilitator of the Evaluation conference of the project “Citizenship for Change: Empowering Volunteer Activism”. October 13 – 17, 2014, Lima, Peru. Organised by Brigada de Voluntarios Bolivarianos del Peru and ICYE International Office.
- 2014 Co-trainer of “Citizenship for Change: Empowering Volunteer Activism. International Training-Seminar”. March 31 – April 04, 2014, Madrid, Spain. Organised by AFAIJ Spain and ICYE International Office.
- 2013 Co-facilitator of “Evaluation of a Volunteering Research Training”. October 14 – 18, 2013, Helsinki, Finland. Organised by MaaIlmanvaihto – ICYE Finland and ICYE International Office.
- 2013 Co-trainer of “Training on Cross-Cultural Volunteering Impact”. April 18 – 22, 2013, London, United Kingdom. Organised by ICYE-UK and ICYE International Office.
- 2010 Trainer of “Gender Sensitivity at (Voluntary) Work”, training for EVS volunteers (European Voluntary Service). December 14 – 15, 2010, Victoria Falls, Zambia. Organised by CCIVS and funded by the European Commission.
- 2010 Trainer of the “Gender Sensitivity Workshop” for youth NGOs in Europe, UNSECO, Paris. December 10, 2010. Organised by CCIVS.
- 2010 Co-trainer of “Migrating Identities. Voluntary Service as a tool for Integration”. November 28 – December 5, 2010, Barcelona, Spain. Organised by CCIVS and funded by Council of Europe.
- 2010 Co-trainer of the 9th Asia Europe Young Volunteers Exchange (AEYVE 2010) “Civil Societies at Work – Measuring voluntary service impact, from personal to community development”. August 10 – September 7, 2010, Ha Long Bay, Vietnam. Organised by CCIVS in collaboration with ASEF (Asia Europe Foundation).

- 2009 Educational advisor and co-trainer of the forthcoming Asia Europe Young Volunteers Exchange (AEYVE 2009) "*Intercultural Approaches to Environmental Sustainability*". August 21 – September 4, 2009, Singburi, Thailand. Organised by CCIVS in collaboration with ASEF.
- 2009 Expert and co-trainer of the forthcoming "*Euro Latin America Training Seminar on Promoting Young Women's Active Citizenship*". July 12 – 18, 2008, Quito, Ecuador. Organised by ICYE International Office.
- 2009 Co-Trainer at the Asia-Europe Training for Youth Leaders, "*The Role of Human Rights Education in Intercultural Dialogue - an Asia-Europe Perspective*". May 17 – 24, 2009, European Youth Centre, Budapest, Hungary. Organised by ASEF and Council of Europe.
- 2008 Conceptualised, organised and conducted a 2-day Anti-Bias Training titled, "*Making Diversity a Reality!*" for 9th graders at the Nelson Mandela School in Berlin, Germany, January 2009.
- 2008 Co-Trainer of the Asia Europe Young Volunteers Exchange (AEYVE 2008), "*Intercultural Approaches to Sustainable Development. Volunteering for today and Tomorrow: How to foster sustainable choices among volunteers and local communities?*" November 5 – 19, 2008, Singburi, Thailand. Organised by CCIVS in collaboration with ASEF.
- 2008 Conceptualised, organised and conducted a 2-day Anti-Bias Training titled, "*Making Diversity a Reality!*" for 9th graders at the Berlin British School in Berlin, Germany, October 2008.
- 2008 Co-trainer of the preparatory and final evaluation trainings in Berlin, Germany, for the participants of "*Youth and the Environment. A multilateral EVS project in EU and Asian Countries*", September 2008 and June 2009 respectively. Organised by ICYE International Office.
- 2008 Co-trainer of the preparatory and final evaluation trainings in Berlin, Germany, for the participants of "*Europe and Children. A multilateral EVS project in EU and African Countries*", September 2008 and June 2009 respectively. Organised by ICYE International Office.
- 2008 Co-trainer of the preparatory and final evaluation trainings of the "*Short-Term Multilateral EVS Project in HIV/Aids Projects in African and Asian Countries*", in Berlin, May and August 2008 respectively. Organised by ICYE International Office.
- 2008 Conceptualised, organised and conducted a 2-day Anti-Bias Training titled, "*Making Diversity a Reality!*" for 9th graders at the Bombay International School in Mumbai, India, April 2008.
- 2008 Conceptualised, organised and conducted a 2-day Anti-Bias Training titled, "*Making Diversity a Reality!*" for 9th graders at the École Mondiale School in Mumbai, India, March 2008.
- 2008 Expert in Intercultural Learning for the four trainings within the framework of the project, "*Promoting Interethnic Dialogue and Intercultural Learning – Training for EVS sending and host organisations in EU, African and Asian Countries,*" in Berlin, Germany, Cape Town, South Africa and Bangalore, India between January – July 2007. Organised by ICYE International Office.
- 2007 Trainer at the training for trainers, "*Approaches to intercultural learning in a globalised world: how to strengthen the local impact of voluntary service organisations in Eastern Europe*". November 15 – 19, 2007, L'viv, Ukraine. Organised by CCIVS.

- 2007 Speaker on the panel, “Manifold Partnerships to achieve UNESCO’s objectives. Concrete Examples” on behalf of CCIVS at the UNESCO General Conference, International Forum of Civil Society, October 25, 2007, Paris, France.
- 2007 Trainer of two training seminars of the *Asia Europe Youth Trainers Exchange 2007* – the introduction and the evaluation trainings, September 11-15 and September 29 – October 2, 2007 respectively, Paris, France. Organised by CCIVS in collaboration with the ASEF.
- 2007 Co-trainer at the preparatory training for the participants of “*Intercultural Dialogue. Multilateral EVS project in EU and Asian Countries*”. September 24 – 27, 2007, Berlin, Germany. Organised by ICYE International Office.
- 2007 Co-trainer at the preparatory training for the participants of “*Europe and Social Inclusion. Multilateral EVS project in EU and African Countries*”. September 8 – 11, 2007, Berlin, Germany. Organised by ICYE International Office.
- 2007 Co-trainer team at the “Asia-Europe Training For Trainers on Intercultural Learning”. May 25 – 31, 2007, Manila, Philippines. Organised by Asia-Europe Foundation.
- 2005 Trainer of an *Anti-Bias and Socio-environmental workshop* with a group of teachers under the aegis of the Goethe-Institut Mumbai, India.
- 2004 Co-trainer at an orientation seminar for the EU-CIS (Commonwealth of Independent States) Multilateral EVS Project organised by ICYE International Office.
- 2004 Facilitator/co-trainer of a workshop on “*Discrimination and Social Exclusion*” with teachers of the Liborius Gymnasium in Dessau, Sachsen-Anhalt.
- 2004 Co-trainer at the *EU-SEE* (South East Europe) “*Training Course on Refugees, Human Rights & Reconciliation,*” organised by ICYE International Office.

Language Skills

English: First language

German: -Fluent in German

-Intermediate Level (Mittelstufe 1) at the Goethe-Institut (GI) Mumbai, India

-Certification of German – international examination by the GI on completion of the “Grundstufe” (Third Level), i.e. after approx. 500 teaching units

French: -Average fluency in speech

Certificate of Practical Business and Economic French, Chamber of Commerce & Industry, Paris

-Certificate of Commercial French Studies, Alliance Française de Paris

-Diploma in the French Language, Alliance Française de Paris

Spanish: Basic level

Hindi and

Gujarati: Fluency in speech

Marathi: Understanding of the language, basic speaking skills

EDV Skills

- Good email and internet proficiency
- MS-WINDOWS and Microsoft Office: WinWord, Excel and Power Point
- WordPress