



Personal information

First name(s) / Surname(s)

Elena Ruffato

Work experience

Brussels, September 2022 – June 2024

EVENTS, PROJECTS AND ADMINISTRATION MANAGER | European Region Tyrol- South Tyrol –Trentino

- Engaging with EU stakeholders for the implementation of different projects, e.g., MEPs, NGOs, European Regions for Innovation in Agriculture, Food and Forestry (Eriaff), European Regions for Research and Innovation Network (ERRIN), inter alia;
- Organising and supervising small and big-scale events, conferences and workshops aimed at strengthening the representation office's visibility at EU level;
- Managing the administration of the common Representation and contributing to the development of its communication activities (websites, newsletter, social media)

Brussels, April – July 2022

POLICY OFFICER ASSISTANT | Veneto Region Liaison Office

- Contributed in the monitoring of national and European funding opportunities;
- Supported in the drafting and implementation of proposals for EU-funded projects (e.g., Horizon Europe, Interreg, LIFE, AMIF, JUST, ERASMUS+);
- Organised private and public events, liaised with project partners and managed the communication/dissemination activities producing reports, brochures and newsletters;

Venice, September – November 2021

RESEARCH ASSISTANT| Euro-Mediterranean Center for Climate Change

- Conducted research for my MA thesis on climate change-related threats;
- Organised seminars/scientific conferences on climate-related topics and contributed to the management of social media contents and website.

Rome (remote), April 2021 - ongoing

CONTENT CONTRIBUTOR | Centro Studi Geopolitica.Info

- Authored articles and reports on environmental sustainability, renewable energies, and agricultural development, with a focus on the sub-Saharan region;
- Coordinated the publication of the monthly newsletter of the desk sub-Saharan region;
- Created contents for campaigns, events, and projects.

Education and training

Amsterdam (online), February – March 2023

EXECUTIVE MASTER IN EU PROJECTS DESIGN & MANAGEMENT 2021-2027 | EUROPA BUSINESS SCHOOL

UE Multiannual Financial Framework 2021-2027, executive project design techniques and methods, Project Cycle Management, Projects accounting.

Venice, September 2019 – March 2022

MASTER DEGREE IN INTERNATIONAL COMPARATIVE RELATIONS | CA' FOSCARI UNIVERSITY

Thesis subject: "Climate change as a threat multiplier: how al-Shabaab takes advantage of a warming climate in Somalia" (Global Change and Sustainability)

English-taught – Final grade: 110/110 cum laude, Supervisor: Enrica De Cian, Graduation date: 17th March 2022

Thesis subject: "BRICS: role in the international scenario and contribution to face the climate change" (International Relations)

English-taught – Final grade: 100/110 cum laude, Supervisor: Luis Fernando Beneduzi, Graduation date: 19th July 2019

Personal skills and competences

Mother tongue(s) **Italian**

Other language(s)

European level ()*

English

German

French

Spanish

Understanding		Speaking		Writing	
Listening	Reading	Spoken interaction	Spoken production		
C1	C1	C1	C1	C1	
C1	C1	C1	C1	C1	
B2	B2	B2	B2	B2	
B1	B1	B1	B1	B1	

(*) [Common European Framework of Reference for Languages](#)

Computer skills and competences

- MS Office (advanced),
- Google Workspace (advanced);
- Mailchimp, Canva, WordPress; Adobe Creative Cloud (advanced);
- HTML programming language (basic).

Other skills and competences

Through my previous working experiences, I acquired the ability to work both independently and in team and to identify priority activities and assignments.

Driving licence

Category B