

PERSONAL INFORMATION GIAN LUCA LONGO

WORK EXPERIENCE

- From 1/9/2023 to present **Pedagogical and Linguistic Quality Advisor – CLL Centre of Languages, Brussels**
www.cll.be
- Organization & Management of Languages Courses (several Languages for the European Institution)
 - Pedagogical Advice
 - Job description, announcements, selection, recruitment, timetable, and assessment of pedagogical staff (teachers and trainers of foreign languages)
 - Organization and Management of In-Service Training events (online webinars; face – to – face trainings and workshops)
- From 1/9/2020 to 31/8/2023 **Teacher of Italian Language at CIA2 – Torino <https://www.cpia2-torino.it/>
Middle Management Member (Deputy Head)**
Teaching Italian as Foreign and Second Language
School Management:
- Human resources
 - Pedagogical advice
 - Organization and management of meetings with internal and external/ international stakeholders
 - Job description, announcements, selection, recruitment, timetable, and assessment of pedagogical and not pedagogical staff
 - Budgetary affairs management -
 - Responsible of the internal communication in the school cycle of competence and public relation with the local administration (Commune and other stakeholders)
 - All the various tasks related to the school management
- From 1/9/2009 to 31/08/2020 **Deputy Head – European School**
European School Brussels I, Avenue du Vert Chasseur 146, 1180 Uccle, Bruxelles, Belgium (www.eeb1.eu)
School Management:
- Human resources
 - Pedagogical advice
 - Organization and management of meetings with internal and external/ international stakeholders
 - Job description, announcements, selection, recruitment, timetable, and assessment of pedagogical and not pedagogical staff
 - Budgetary affairs management -
 - Responsible of the internal communication in the school cycle of competence and public relation with the local administration (Commune and other stakeholders)
 - All the various tasks related to the school management (an exhaustive job description is available upon request)

KIVA TRAINER - Program to prevent bullying and to tackle the cases of bullying effectively.
Expertise of the phenomenon of bullying and its mechanisms
University of Turku in Finland, with the Finnish Ministry of Education and Culture
<http://www.kivaprogram.net/>

CPD Credits (Continuing Professional Development Credits):

TES – EduCare - UK's leading provider of essential duty of care and safeguarding training
<https://www.educare.co.uk/>

- Child protection
- Safer recruitment for International Schools
- Online safety
- Equality and Diversity
- Mental well-being in children and young people
- Preventing bullying
- Cyber Security
- Safeguarding young people.
- Supporting staff well-being.
- The SEND code of practice
- Risk assessment for schools
- Raising awareness on Peer-to-Peer abuse

From 12/1/2003 to 31/8/2009

1. Teacher in Italian Section of European School

European School Brussels II, Avenue Oscar Jespers 75, 1200 Woluwe St. Lambert, Bruxelles, Belgium (www.eeb2.eu)

Teacher of Italian Language and coordinator of:

- In Service Training program
- School reports
- European hours
- Induction of the new staff
- Responsible for the organization of the reception of foreign delegations
- E-Learning initiator of the School Distance Learning Policy

From September 2001
to December 2002

2. In charge of the organization of integration and teaching Italian language as second language

European International School "Altiero Spinelli", Turin, Italy, Italian Ministry of Education (www.miur.it)

3. Coordination and Responsible of the Initial and In Service training for teachers of Italian as second/foreign language

Primary School "A.S. Novaro", Turin, Italy, Italian Ministry of Education (www.miur.it)

4. Coordination and trainer of the teachers of Italian language as foreign language and responsible of the offer of Italian language courses

Italian Cultural Institute, Ankara, Turkey & Italian Cultural Institute "Carlo Goldoni", Izmir, Turkey (https://ambankara.esteri.it/ambasciata_ankara/it/)

5. Coordination and trainer of the teachers of Italian language as foreign language and responsible of the offer of Italian language courses

IOM – International Organization for Migration (www.iom.int)

From January 1998
to August 2001

Teacher and School Management of the Italian School – Tunis, Tunisia, Italian Ministry of Foreign Affairs (www.esteri.it)

Teacher of Italian language; induction and training of the local teachers; school management

From February 1995 to
December 1997

Teacher of Italian language and culture (for the Italian Ministry of Foreign Affairs)

- Cultural Institute « Dante Alighieri » de La Plata (Argentina)
- Secondary school « Albert Thomas » de La Plata (Argentina)
- Italian Hospital in La Plata (Argentina) – Italian language for Medicine and Biology
- Lyceum « Bivongi » de La Plata (Argentina)

EDUCATION AND TRAINING

- 2021 **Master in Italian Linguistics**
Master in Linguistics, advanced study and research in language structure, acquisition, and teaching methodologies, integrating innovative technologies for effective teaching and learning languages.
- 2007 **Master Promoitals**
Master in learning and teaching Italian language as second or foreign language and promotion of the Italian Culture abroad
Università degli Studi di Milano “La Statale” (Italy, www.unimi.it) _
- 2004 **Postgraduate Diploma II degree “Italian Linguistics”**
Linguistics, glottology, pedagogy, historical linguistics, sociolinguistics
Università degli Studi di Roma “Tor Vergata” (Italy, <https://web.uniroma2.it/>) _
- University Degree in “Lettere Moderne” and “Linguistic Sciences” (Master)** (Ancient and Humanistic Studies; Linguistic Sciences)
1994 Università degli Studi di Torino (Italy, www.unito.it) _

OTHER STUDIES AND DIPLOMAS:

- 2024 **Certificate in Teaching Languages with technologies (DITALS Digitale) - Università per Stranieri di Siena**
www.unistrasi.it
Certification and Specialization in methods into language teaching practices with new technologies
- 2023 **Certificate in Intercultural Mediation and Linguistics – University of Venice Ca’ Foscari (Italy)**
Certification program and specialized training in resolving conflicts and facilitating communication between individuals or groups from different cultural and linguistic backgrounds
- 2020 **Management of Human Resources Diploma**
Human Resources consultant
Centre de Qualification Professionnelle – Bruxelles (Établissement d’enseignement certifié ISO 9001:2015)
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- 2008 **Master e-Learning and Learning Objects MASTEREL (First year)**
Università della Tuscia (www.unitus.it)
First year attendance, 30 CFU acquired of 60
- 2002 **DITALS/ITALS – Certificate in Teaching, Methodologies and Learning Italian as second or foreign language**
Linguistics, glottology, pedagogy, historical linguistics, sociolinguistics Università Ca’ Fosacri di Venezia (Italy, www.unive.it)
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- 2002 **DITALS II Level- Certificate in Teaching, Methodologies and Learning Italian as second or foreign language**
Linguistics, glottology, pedagogy, historical linguistics, sociolinguistics Università per Stranieri di Siena (Italy, www.unistrasi.it)

- 2000 **DITALS** - Certificate in Teaching, Methodologies and Learning Italian as Second or foreign language
Linguistics, glottology, pedagogy, historical linguistics, sociolinguistics Università per stranieri di Siena (Italy, www.unistrasi.it)
- 1997 **“New Professional Horizons in the free Euro-Mediterranean Trade Area”** Course of Study Management of Human Resources, Economy, Communication, European integration and Policies Italian-Tunisian Chamber of Commerce in cooperation with Italian Embassy– with stage Tunis, (<http://ctici.org.tn/>)
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PERSONAL SKILLS

Mother tongue(s) Italian

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
French	C2	C2	C2	C2	C2
Diplôme Approfondi de Langue Française DALF C2. Ministère Education National de France					
English	C1	C1	C1	C1	C1
First Certificate in English – University Of Cambridge					
Spanish	C2	C2	C2	C2	C2
Diploma Superior de Español – Ministerio de Cultura del Reino de España					
Modern Greek	B2	B2	B2	B2	B2
Κρατικό Πιστοποιητικό Ελληνομάθειας – National Certificate of Greek Language, Greek Ministry of Education					
Portuguese	C1	C1	C1	C1	C1
Language Certificate of “Faculdade de Letras”, University of Lisbon					
German	B1	B1	B1	B1	A2
Dutch	A2	A2	A2	A2	A2
Turkish	A2	A2	A2	A2	A2
Arabic	A2	A1	A2	A2	A1
Language Certificate of National University Language School “Bourguiba” of Tunis					

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user
[Common European Framework of Reference for Languages](#)

Communication skills

- Good communication skills gained through experience as teacher, as trainer and as Deputy Director
- Very good interpersonal, communicative, and organizing skills in multicultural and multilingual situations
- High availability for learning and continuing education
- Strong motivation for constructive confrontations and the widening of interpersonal relationships

Organizational / Managerial skills

- Very good organizational skills aiming at solving problems, especially in a multicultural environment and multilingual contexts
- Strong motivation and commitment to studies, to the ideation, creation, and realization of common projects and in service training projects, aimed at qualitative improvement
- Leadership and organizational skills

Job-related skills

- High availability and commitment to coordinate and communicate with human resources, with the utmost respect for personal convictions and individual skills in a multicultural and multilingual environment
 - Decision making oriented, especially towards organization's strategic plans/projects and budgeting; very good skills in establishing relationships with external stakeholders
- Matured skills in recruiting, evaluating and training staff

Digital skills

SELF-ASSESSMENT

Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Proficient user	Independent user	Proficient user

Levels: Basic user - Independent user - Proficient user
[Digital competences - Self-assessment grid](#)

- OS: Windows – Office 365
- Software: Office 365 (Word, Excel, Power Point, Outlook, Access, Sharepoint, Office package, ...)
- SMS school management system proficient user
- Google Workspace for Education Suite proficient user – Moodle Conceptor
- Internet and Office /email apps
- Good command of digital devices and apps related – apps and tools for Digital Integrated Learning
- Good command and ability to organize meetings and events, as well as videoconferencing support
- Excellent command of e-learning and learning objects process of implementation

Driving licence

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ADDITIONAL INFORMATION

Publications Presentations

Publications:

- Two Chapters of Series of specialized Books “La DITALS risponde” of the Università per Stranieri di Siena, Ed Guerra Editore (<https://www.guerra-edizioni.com/books/index.cfm?node=0,1,22,1007,1199,159>) Perugia, Italy
- One Chapters of the Book “Progettazione editoriale per l’italiano L2” of the Università per Stranieri di Siena, Ed Guerra Editore (<https://www.guerra-edizioni.com/books/index.cfm?node=0,1,22,1007,1199,1436>), a cura di Pierangela Diadori
- “Vivere in Italia” Manual for training and teaching Italian to migrated foreigners, in Cooperation with OIM, International Organization for Migration (<https://www.iom.int/>)
- “La formation online des enseignants des Ecoles européennes : un important défi ». Article on methodological-training process in « Panorama », Magazine of the European Schools, Brussels, 2010

Projects Conferences Seminars

Other Activities:

1. 1995-1997 Teacher and trainer of teachers in Italian Cultural Institute in Tunis, Tunisia (https://iictunisi.esteri.it/iic_tunisi/it), & Italian Chamber of Commerce, Tunis, Tunisia (<http://ctici.org.tn/>)
2. 1998-2000 Expert trainer, preparation of texts and teaching material, conferences, and training sessions for teachers of Italian Language as foreign/second language in the frame DITALS Certification (<https://ditals.unistrasi.it/>), Siena and University of Genova Italy
3. 1999 Teacher for training teachers of Italian language in Bourguiba High School in Tunis, Tunisia (www.iblv.rnu.tn)
4. 2003-2004 Expert trainer, preparation of texts and teaching material, conferences and training sessions for teachers of Italian Language as foreign/second language in the Italian Cultural Institutes in Brussels (Belgium), Lille (France)
5. 2009 - Tutor and trainer online in the frame of the University Master “PROMOITALS” of the University of Milano “La Statale”, Milan, Italy (www.promoitals.ariel.ctu.unimi.it/)
6. Several webinars and training events on Digital Tools for the school in the frame of previous role of “Animatore Digitale” – Italian Ministry of Education

All the professional services, job experiences, activities and publications mentioned here are duly certified. Associated certifications can be produced upon request.