

## PERSONAL INFORMATION

## URŠKA MARENTIČ

 Tacenska 137A, 1000 Ljubljana (Slovenia)

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## WORK EXPERIENCE

2009–Present

**Deputy director and Head of the Department for vocational qualifications development**

Institute of the Republic of Slovenia for VET  
Kajuhova 32 U, 1000 (Ljubljana)  
[www.cpi.si](http://www.cpi.si)

- Management and leadership
- development of the system for National Vocational Qualification
- development of the National Qualification framework
- management of NCP EQF Slovenia
- development of the National framework for quality assurance in VET
- management of ESF projects: NQF and Development of Occupational standards and NVQ
- cooperation in international projects in the field of EQF, branch qualification frameworks
- trainer for the advisors for the preparation of personal portfolio in the system of assessment and recognition of non-formal learning

**Business or sector** Education

1/2005–2009

**Head of the Department for vocational qualifications development**

Institute of the Republic of Slovenia for VET  
Kajuhova 32 U, 1000 (Ljubljana)  
[www.cpi.si](http://www.cpi.si)

- management and leadership of the department
- development of the system for National Vocational Qualification
- development of the National Qualification framework
- leading national and international projects
- trainer for the advisors for the preparation of personal portfolio in the system of assessment and recognition of non-formal learning
- preparation of professional documents for new occupational standards and national occupational qualifications (analysis of new occupations, defining competences in occupational standards, development of qualification structure for branches, international comparisons, labour market analysis)
- coordination of work of professional groups for development of occupational standards and national occupational qualifications

**Business or sector** Education

1/2000–1/2005

**Senior Adviser for Adults**

Institute of the Republic of Slovenia for VET

Kajuhova 32 U, 1000 (Ljubljana)  
[www.cpi.si](http://www.cpi.si)

- guidance for advisors for adult education
- development of the system for National Vocational Qualification
- development methodology for occupational standards
- leading national projects and LdV projects
- preparation of professional documents for new occupational standards and national occupational qualifications (analysis of new occupations, defining competences in occupational standards, development of qualification structure for branches, international comparisons, labour market analysis)
- coordination of work of professional groups for development of occupational standards and national occupational qualifications
- trainer for the advisors for the preparation of personal portfolio in the system of assessment and recognition of non-formal learning
- Secretary of the Sectoral Committee for Services and Secretary of the Sectoral committee for Agriculture, Forestry and Veterinary

Business or sector Education

11/1994–1/2000 **Headmistress of Primary School for Adults and Programme Manager for Adult Education**

Center of Education Miklošič, 1000 (Ljubljana)

- management and leadership of Primary school
- organisation and coordination of training programmes
- preparation training programmes for adults

EDUCATION AND TRAINING

9/1976–9/1982 **Academic higher diploma in Geography and Ethnology**

NQF level 8, EQF level 7

University of Ljubljana, Faculty of Arts, 1000 (Ljubljana)

- Geography
- Ethnology

PERSONAL SKILLS

Mother tongue(s) Slovenian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
Serbian	C2	C2	C1	C1	B1
Croatian	C2	C2	C1	C1	C1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

Communication skills The ability to communicate in different situations - gained through previous and present work experiences.

The ability to cooperate and operate in a team – gained through collaboration in many teams.  
 Guidance skills - training for advisors, guidance in preparing personal portfolio in the system of assessment and recognition of non-formal learning (Institute for adult education, 2003).

**Organisational / managerial skills**

Team leadership and management skills - gained through my work as principal, head of department and deputy director. (Headmaster licence)  
 Organisation skills – gained through organizing national and international conferences and seminars.  
 Project management skills - gained through co-ordination and management national and international projects.

**Digital competence**

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Independent user	Independent user	Independent user

Digital competences - Self-assessment grid

Certificate for ICT teacher in school

Computer literacy - gained through training (Certificate for ICT teacher in school)  
 Good knowledge of MS Office (Word, Excel, Power point).

**Driving licence**

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**ADDITIONAL INFORMATION**

**Professional competences in European projects in the field of VET, EQF/NQF and validation of non-formal learning**

- Short term expert in project VET in Montenegro, 2002
- National coordinator in LdV project: European Bank for the Development of Modular Curricula and Educational Technologies "EMCET 2", 2005-2007
- National coordinator in LdV project: Education for the start and work in social firm/enterprise on a farm in the country side "Happy Farm", 2006 – 2008
- Member of the steering committee in LdV project: New Hospitality, 2006 - 2008
- Expert in the project Development of specialized training programmes in the field of catering services to raise the quality of tourist offer within the Phare grant scheme 2000 in Savinjska region for preparing NVQ in the field of catering services
- Expert in the project TTCOM- net within the Phare grant scheme 2003 for the evaluation of the existing system of teacher training in Slovenia
- External evaluator of The European Community's Lifelong Learning Programme
- Coordinator in Interreg project SI-HU: Handicraft Academy, 2009 - 2012
- Coordinator in Interreg project SI-HU: Handicraft Academy 2, 2012 – 2014
- Project manager of the ESF project: Slovenian Qualifications Framework, 2009 - 2014
- Project manager of the ESF project: Development of Occupational standards and NVQ, 2009 - 2015
- Leader of the Component 1 Prepaartion of standards for vocational qualification and reform of the curricula for 2 and 3 years vocational educationin Twinning project Support to the modernization of the educational and training system, Macedonia, 2011 – 2013
- Short term expert in Twinning project Strengthening Institutional Capacity of the Agency for Preprimary, Primary and Secondary Education, BIH, 2013
- Short term expert in Project MNE/011 "Strengthening Vocational Training in NE Montenegro", 2013-

2014

National coordinator in LdV project: Glazier – future challenges, 2013 - 2015

Expert in the LdV project: EQF meets ECVET, 2013 – 2015

Project manager of the ESF project: Raising the quality of the system for validation of non-formal and informal learning, 2014 - 2020

#### Memberships

- Member of the Member States working group on ESCO from 2015
- Member of the Working group for preparation of the Law on Slovenian Qualifications Framework at Ministry of Education, science and sport, 2012 - 2013
- Member of the EQF/Ploteus Portal Steering Group from 2012
- Deputy chairman of Interdepartmental Working Group for the preparation of a NQF consistent with the EQF National group for preparing NQF from 2010
- Member of National group for preparing NQF for higher education from 2007
- Member of National group for introduce KLASIUS into the System of NVQ from 2007
- Member of Board for development National framework for quality assurance in VET on the national level from 2007
- Member of National coordinating group for update ISCO-88 and National SCO from 2005
- Member of Committee for education programme for adults at The National Council for Adult Education from 2002
- Member of National steering group for training young unemployed people "Programme 10000+" from 2000

#### Publications

- Poklicni standardi in nacionalne poklicne kvalifikacije 2000-2012; U. Marentič, in drugi; CPI Ljubljana, 2013 (Occupational standards and National Vocational Qualifications 2000-2012)
- Referencing the Slovenian qualifications framework to the European qualifications framework for lifelong learning and the qualifications framework for the European higher education area : final report, Slovenia; authors V, Logaj, U. Marentič [et al.], CPI, Ljubljana 2013
- Poklicni standardi in nacionalne poklicne kvalifikacije 2000-2012; U. Marentič, in drugi; CPI Ljubljana, 2013 (Occupational standards and National Vocational Qualifications 2000-2012)
- Referencing the Slovenian qualifications framework to the European qualifications framework for lifelong learning and the qualifications framework for the European higher education area : final report, Slovenia; authors V, Logaj, U. Marentič [et al.], CPI, Ljubljana 2013
- Spremljava certifikatnega sistema; B. Kunčič, U. Marentič, in drugi; CPI Ljubljana; 2008; (Evaluation of the System of National Vocational Qualifications)
- Osebni listovnik razvoja učitelja; B. Kunčič, U. Marentič; CPI Ljubljana; 2006; (guidelines for preparation of personal portfolio for teachers)
- Priprava poklicnih standardov – formalne podlage in metodološki pripomočki; V. Šlander, U. Marentič, B. Kunčič; CPI Ljubljana; 2004; (Methodological guidelines for preparation of occupational standards)
- Priprava portfolia kandidatov za pridobitev nacionalnih poklicnih kvalifikacij; B. Kunčič, U. Marentič; CPI Ljubljana; 2004; (Guidelines for preparation of personal portfolio in the system of assessment and recognition of non-formal learning)