



## Personal information

**First name/Surname:** Miss Yuk Lan Wong

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**Nationality:** Chinese, Hong Kong (Belgian residence)

**Date of birth:** 09/06/1985

Date	<b>2022 to date</b>
Occupation or position	<b>Head of projects, European Federation of Journalists (EFJ)</b>
Main activities and responsibility	<p>Managing and supervising all EFJ project work funded by the EU, UNESCO, OSCE, CoE and other donors;</p> <p>As head of the project department, managing and liaising with colleagues to deliver project implementation;</p> <p>Develop project ideas and strategies and seek for funding;</p> <p>Negotiate with project partners and liaise with project donors</p>
Date	<b>1/2/2014 to 1/2/2022</b>
Occupation or position	<b>Project and Policy Officer, European Federation of Journalists (EFJ)</b>
Main activities and responsibility	<p>Implementing project work and developing with the team new project applications for EFJ members within the Council of Europe region;</p> <p>Managing expert working groups on labour rights, public broadcasting;</p> <p>Liaising with a wide variety of stakeholders (e.g. Commissioners, EC officials, Council of Europe, MEPs, industry representatives, etc.) to lobby for the interests of my members. Reporting back to members on related policy developments and developing lobbying strategies;</p> <p>Developing and implementing communications work, including drafting of media releases, newsletters as well as managing social media activities</p>
Date	<b>01/11/2010 to 31/1/2014</b>
Occupation or position held	<b>Communications and Project Officer, International Federation of Journalists (IFJ)</b>
Main activities and responsibilities	<p>Coordinating with members, project partners and donors, on various EU-funded projects on issues related to the media (i.e. intellectual property rights, gender and media regulations, ethics).</p> <p>Developing and implementing communications work, such as drafting press releases, newsletters, website content (including web 2.0/social media), reports and project proposals; maintaining media contacts and organising events.</p>
Date	<b>01/02/2010 to 31/10/2010</b>
Occupation or position held	<b>Project Assistant, International/European Federation of Journalists (IFJ)</b>
Main activities and responsibilities	<p>Monitoring the work of, and lobbying, the European Institutions (e.g. drafting memos, proposing amendments to Parliamentary reports, drafting position papers, responding to public consultations, etc.) on media issues.</p> <p>Developing internal and external communication tools for members/stakeholders.</p> <p>Researching, writing and editing various reports (e.g. press freedom reports).</p> <p>Assisting with the application and implementation of EU funded projects.</p>

Dates	<b>24/08/2009 to 31/01/2010</b>
Occupation or position held	<b>Stagiaire, International Federation of Journalists (IFJ)</b>
Main activities and responsibilities	Monitoring latest media news on relevant policy issues and updating the website accordingly. Proofreading documents. Assisting in the organisation of conferences. Reporting to members on latest EU policy developments.
Dates	<b>01/10/2008 - 15/04/2009</b>
Occupation or position held	<b>Volunteer, Welsh Centre for International Affairs (United Nations Association), United Kingdom</b>
Main activities and responsibilities	Worked in a team to develop the United Nations Association Young Professionals Network. Developed communication and event-management skills and raised awareness of social responsibility through organising seminars.
Dates	<b>31/07/2007 - 26/08/2007</b>
Occupation or position held	<b>Customer Service Advisor, Department of Work and Pensions, United Kingdom</b>
Main activities and responsibilities	Handled individual cases of benefit claimants (unemployed/disabled/elderly citizens). Demonstrated knowledge of the UK social welfare system and developed interpersonal skills.
Dates	<b>14/06/2007 - 16/07/2007</b>
Occupation or position held	<b>Project Development Coordinator, InterNetworks, United Kingdom</b>
Main activities and responsibilities	Worked to facilitate exchanges among SMEs specialising in technology and innovation and foster their collaboration on projects. Experienced the corporate culture, developed interpersonal skills, negotiation skills and commercial awareness.
<b>Education and training</b>	
Dates	<b>22/09/2006 - 15/07/2009</b>
Title of qualification awarded	BA (Joint Honours) Social Policy & Journalism, Film and Media Studies
Principal subjects / occupational skills covered	Social Policy, Journalism, Sociology and Psycholinguistics.
Name of University	Cardiff University, United Kingdom
Level in national or international classification	Second Class Honours Division One - 2.1
<b>Personal skills &amp; competencies</b>	
Languages	English (native speaker), Mandarin (native speaker), Cantonese (native speaker), French (intermediate).
Social skills and competences	A good and effective communicator with experience working in a multicultural environment; excellent Interpersonal skills and project management skills.
Organisational skills and competences	Excellent – experienced in organising events and managing multiple and multi-national projects simultaneously.
Computer skills and graphic design	Expert computer user with graphic design, social media and photography skills.