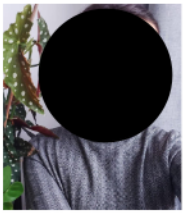
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europass Curriculum vitae

PERSONAL INFORMATION

Lorenza Novelli



[redacted]

PERSONAL STATEMENT

I have always been involved in publishing for children and in the organisation of events related to the world of childhood, starting with workshops, events in schools and fairs. I have also worked for years in the world of nonfiction as a rights office. A strong passion for illustrated publishing and children's education combined with good organisational skills.

WORK EXPERIENCE

Dec 2019–Present

Events and Education Programme Coordinator

MIMebù, MIM edizioni Srl, Sesto San Giovanni
https://www.mimebu.it/

- organization of events in bookshops, schools, associations
- promotion
- participation in book fairs
- workshops

Business or sector Publishing

Jan 2020–Present

Events and Communication Manager

Remix. Centro di Riuso Creativo - Cooperativa Semi di Senape, Alessandria
https://www.semidisenape.it/

- events organisation
- promotion and communication
- social media manager
- management of contacts with schools, associations, artists, institutions
- workshops

Business or sector Education

Jul 2017–Present

Foreign Rights Department Assistant, Mimesis Edizioni

Mimesis Edizioni, MIM edizioni Srl
http://mimesisedizioni.it/

- management of licensing and translation contracts
- contact management with foreign publishers and literary agencies

Jul 2017–Present

Foreign Rights Manager, Meltemi Editore

Meltemi Editore, Sesto San Giovanni
http://www.meltemieditore.it/

- management of licensing and translation contracts
- contact management with foreign publishers and literary agencies

Business or sector Publishing

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Jan 2016–Sep 2019

Editorial Coordinator

Mimesis International, MIM edizioni Srl, Sesto San Giovanni
http://mimesisinternational.com/

- editorial coordination, proposal evaluation, contact management with authors, distributors and promotion (Uk - Oxbow Books, Usa - Casemate Publishing, Italy - Messaggerie Libri)
- creation of promotional catalogues
- press office, organization of presentations and events

Business or sector Publishing

May 2015–Dec 2015

Freelance Web editor, Mondadori Electa

Mondadori Electa, Milano
https://www.electa.it/

- web editor for the websites of Electa Kids and Mondadori Electa
- content manager and photo editor

Business or sector Publishing

Jan 2014–Jan 2015

Intern at Special Editorial Projects Department, Mondadori Electa

Mondadori Electa, Milano
https://www.electa.it/

- developed client relationships throughout the course of each project for different brands like: Carpisa, Fendi, Aqua di Parma, De Silva, Berlucchi, Divisionism Museum and many others.
- work closely with clients on concepts and business direction to derive the right type of creative
- realization of books, catalogue and promotional and advertising campaign
- web editor for the following website: www.electaweb.it, www.electakids.it

Business or sector Publishing

Jan 2012–Dec 2013

Assistant Estates Appraisal and Valuation Department, Christie's

Christie's, Auction House, Milano
www.christies.com

Managing requests for assessment and valuation, use of business software for customer management and data entry for auctions, use of database Artnet.com, stage exhibitions and auctions assistance, client service

- estimates and valuation
- research
- cataloguing and editing valuation document
- developed relationship throughout different departments, galleries, clients and art advisors

Business or sector Art Market - Auction House

Jan 2011–Jan 2014

Co-founder and Managing Editor, Diorama Magazine

Diorama Editions, Milano
http://www.dioramamag.com/catalogue.php

- managing editor and co-founder of Diorama Magazine, indipendent and bilingual magazine
- licensing and iconographic research
- contact manager with artists, designers, galleries and institutions involved in Diorama Magazine Project
- organization of exhibition, lauch events and workshops

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Business or sector Art Publishing - Magazine

Jan 2011–Jan 2012

Assistant Institute of arts, cultures and comparative literature, IULM University

IULM University, Milano
https://www.iulm.it/it/home

- secretary, guidance services and students assistance
- editor for the translation magazine "Testo a Fronte", cataloguing theses and material preserved in the institute

Business or sector University

EDUCATION AND TRAINING

02/2014–12/2014

Post-graduate Master in Publishing and Editorial Products

EQF level 7

University of Pavia, Pavia

Sep 2009–Mar 2013

Bachelor's Degree in Arts, Market and Cultural Heritage

EQF level 6

IULM University, Milano

PERSONAL SKILLS

Mother tongue(s): Italian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	B2	B2	B2
	• Vantage BEC2 European Framework Certificate issued by IULM University				
French	B2	B2	B1	B1	B1
Spanish	B1	B1	B1	B1	B1
	• Certificate of participation issued by Universidad de Valladolid during the cultural exchange held in April 2008				

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

Communication skills

- good communication skills gained through my experience as event organizer and press office
- excellent contact skills with children gained through my experience as educator and studio teacher

Organisational / managerial skills

- good organisational skills gained as event organizer, responsible for promoting and organizing events
- good team-leading skills gained as educator, art teacher, and dancer

Job-related skills

- good organisational and management skills for groups of people (adults and children)
- very good communication skills
- creative, flexible skill with good sense of humour

Digital skills

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

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