

PERSONAL INFORMATION

ARTA XHELILI



 Drage Todorovski, nr.30, Gostivar 1230 , Macedonia



 arta.xhelili@unt.edu.mk

Sex F | Date of birth 27/03/1984 | Nationality Albanian

POSITION

Teaching Assistant

WORK EXPERIENCE

November' 2016 – to date

Teaching Assistant

Faculty of Social Sciences, Study Program:: Media and Intercultural Studies,
'Mother Teresa' University, Skopje

www.unt.edu.mk

- Taught Theory of Communication, Foundation of Massive Communication, Public Opinion Research Methods, Business and Professional Communication, Introduction to Organizational Communication, Introduction to Public Relation, Computer Mediated Communication, Interpersonal communication
- Developed and conducted lesson plans and classroom activities

June'2021-to date

Science secretary

The Institute of Migration, Mobility and Welfare (IMMW)

Teaching Assistant

Sept'2016-Feb'2017

Faculty of Communication, Study Program: Public Relations, 'International Balkan University', Skopje

www.ibu.edu.mk

Communication Manager

May'2011- Nov'2016

Company A&N Mikrogranulat: Gostivar

- Promoted company's products, maintained company's positive image, corresponded to multilingual costumers;

Teaching Assistant

Feb'2014- Feb'2016

State University of Tetovo, Law Faculty, Journalism and Media Department: Tetovo

www.unite.edu.mk

- Taught Psychology of Communication, Information and Propaganda, Modernization Theories and Global Media

Teaching Assistant,

Feb'2009-Jul'2009

State University of Tetovo, Philosophy Department: Tetovo

- Taught Psychology of Marketing course

Graduate Teaching Assistant,

Aug'2006-May 2008

Ball State University: Muncie, Indiana, USA

www.bsu.edu

- Taught 3 sections of Fundamentals of Communication course
- Developed and conducted lesson plans and classroom activities

Intern

Jan'2008-May 2008

Center for Organizational Resources: Muncie, Indiana, USA

- Managed and coordinated employee training programs, consulting projects, workforce development activities, research projects, and seminars for business, industry, healthcare institutions, and government organizations.

Trainer

Jan'2008-Apr'2008

Work One: East Central Opportunities Inc.: Muncie, IN, USA

- Conducted training on Internet Job Searching.

- Jan'2007-May 2007 **Consultant**
United Way of Delaware County: Muncie, IN, USA
- Observed and interviewed managers and staff to assess the current organizational state.
 - Researched and diagnosed communication and organizational problems.

EDUCATION AND TRAINING

- Sep'2015-Nov'2020 **PHD in Communication Sciences**
Iustinianus Primus Faculty of Law, Ss. Cyril and Methodius University in Skopje
- Aug'2006-May 2008 **MA Master of Arts in Communication**
Ball State University, Muncie, Indiana, USA
- Focus: Organizational and Professional Communication and Training Development
- Jan'2008- Sep'2008 **Certified Trainer and Consultant**
Center for Organizational Resources, Muncie, Indiana, USA
- Oct'2004- Jun' 2006 **BA Bachelor of Communication and Media Studies**
South Eastern European University, Tetovo, Macedonia

CERTIFICATES

March' 2021

Media for all – Workshop
Krijimi dhe Angazhimi I Komuniteteve për mediat

PERSONAL SKILLS

Mother tongue(s) Albanian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Macedonian	C2	C2	C2	C2	C2

Communication skills

- Very good communication skills, including effective development, interpretation and expression of ideas in both written and oral communication, gained as a teaching assistant in various educational institutions in Macedonia and abroad.

Organisational / managerial skills

- strong team-working skills, which includes the ability to consider different points of view and to work effectively with others to support a shared purpose or goal, gained through my work as a consultant and trainer
- social responsibility which includes intercultural competency and the ability to engage effectively in national and global communities, gained as an international student.

Job-related skills

- preparation of training materials, documentation and evaluation
- proficient in qualitative (conducting interviews/focus groups, data analysis) and quantitative research (social statistics and using SPSS software)

Digital skills

- good command of office suite (word processor, spread sheet, presentation software)

Driving licence

B

ADDITIONAL INFORMATION

Publications

Xhelili, A., Ismaili, D., Bajrami-Ologu, E., & Zekolli-Shaqiri, K. (2019). *Niveli i motivimit të mësimdhënësve në arsimin fillor dhe ndikimi i tij në performancë* Rast studimi Komuna Çair-Shkup. Komuna Çair, Shkup. ISBN978-608-245-488-7

Xhelili, A. (2019). Attitudes toward women in leadership positions in the Republic of Macedonia. *Knowledge International Journal*, 31(5), 1271-1276.

Xhelili, A. & Avdiu, A. (2019). Psychosocial aspects of migration: A study of migration in Kumanovo and Gostivar. *Knowledge International Journal*, 31(6), 1997-2002.

Xhelili, A. (2018). A narrative of a young female in an old man's industry: Sexism and ageism in a Macedonian family-owned business. *Knowledge International Journal*, 28(7), 2511-2516.

Xhelili, A. & Avdiu, A. (2018). Conceptualizing migration with an emphasis on Macedonia: Trends, patterns and solutions. *Knowledge International Journal*, 28(5), 1533-1537.

Xhelili, A. & Andriantsiferana, D. (2015). American People through International Students' Eyes: An Application of Hall's Cultural Dimensions of Context, Time, and Space. *Universi*, 1 (3), 407-418.

Conferences

June 10, 2021 The Fifth International Conference on "Migration and Development: Looking forward Post Covid-19". "Mother Teresa" University, Skopje, R. of North Macedonia. Certificate of presentation. Title of the paper presented: Migration, youth and new perspectives in the Post Covid Era. Case study: Republic of North Macedonia

November 20, 2020 Migration, Mobility and Covid-19: Current and future implications. "Mother Teresa" University, Skopje, R. of North Macedonia. Certificate of presentation. Title of the paper presented: Refugee double crisis during Covid-19: The path towards an effective refugee policy.

February 11, 2020 "Këmbëngulësia e grave në arsimin e lartë dhe shkencë" organized by Prishtina University

Oct 25, 2019 Empowering Collaborative and Prosperous Society through Sustainable Development, 3rd International Conference Towards Sustainable Development (TSD'2019), Certificate of attendance, "Mother Teresa University", Skopje, R. of North Macedonia.

Oct 09-10, 2019 attended WIN 2019 – Leaders joining to advance gender equality conference, Skopje, North Macedonia

May 10-11, 2019 Migration, Mobility and Social Welfare in the context of Euro-Atlantic integration. "Mother Teresa" University, Skopje, R. of North Macedonia. Certificate of presentation. Title of the paper presented: Psychosocial aspects of migration: A study of migration in Kumanovo and Gostivar

June 4-5, 2018 WIN 2018 Women in Energy, international conference, Skopje, Macedonia

May 4, 2018 Emigration, Mobility and Social Policy. "Mother Teresa" University, Skopje, R. of North Macedonia. Certificate of presentation Title of the paper presented: Conceptualizing migration with an emphasis on Macedonia: Trends, patterns and solutions.

Nov 13-14 2015 Universality, globalization and the rule of law. 2nd International Scientific Conference of the Faculty of Law, State University of Tetovo, Tetovo, R. of North Macedonia. Certificate of presentation Title of the paper presented: A narrative of a young female in an old man's industry: Sexism and ageism in a Macedonian family-owned business.

June 12-13, 2015 SCARDUS International Conference on Education, Science, Technology, Innovation, Health&Environment (ESTIHE), Kodra e Diellit, Tetovo, R. of Macedonia. Title of the paper presented: American people through International Students' Eyes: An application of Hall's Cultural Dimensions of Context, Time, and Space

Panel discussions

June 10, 2021 Moderator of the The Fifth International Conference on "Migration and Development: Looking forward Post Covid-19". "Mother Teresa" University, Skopje, R. of North Macedonia

May 3, 2019 Author and moderator of panel discussion in regard to World Press Freedom Day Protecting journalists and media freedom - Northern Macedonia's challenge toward the EU - Mbrojtja e gazetarëve dhe lirisë së mediave – sfida e Maqedonisë Veriore drejt BE-së

Activities

June 2021 Organizing committee member of The Fifth International Conference on "Migration and Development: Looking forward Post Covid-19". "Mother Teresa" University, Skopje, R. of North Macedonia

November 2020 Organizing committee member of The Fourth International Conference on "Migration, Mobility and Covid-19: Current and future implications". "Mother Teresa" University, Skopje, R. of North Macedonia

Honours and awards

April 2, 2019 Organizer of an informing and awareness-raising activity in honour of April 2 - World Autism Day.

- Recipient of the Richard G. Nitcavic Graduate Scholarship – Ball State University in 2007
- Graduate assistantship- Ball State University (2006-2008)

ANNEXES
