

María Manzanares Clemente

04.03.1998

Spanish. Heidelberg

m.manzanares.c98@gmail.com

Linkedin: www.linkedin.com/in/maría-manzanares-clemente-4883501b5

EDUCATION

Master's Communication and Society in Ibero-America, Universität Heidelberg | 2022-TODAY

Working title of thesis: News Media Coverage of Hunger in Belo Horizonte During the Covid 19 Pandemic

Languages: English, Spanish

Bachelor: Journalism, with a specialization in Communication Management

Facultad de Ciencias Sociales y de la Comunicación, Universidad del País Vasco | 2016-2020

Thesis: "Analysis of Brazil's foreign policy towards the United States: From Lula da Silva to Jair Bolsonaro (2003-2020)". Language: Spanish

High School **IES Urritxe | 2010-2016**

Languages: Basque, Spanish, English

WORK EXPERIENCE

Research Assistant | Food for Justice Research Group Heidelberg Universität | 2023-2025

- Updating, creating, and migrating website content in WordPress.
- Layout for the Working Paper Series using InDesign.
- Research support through survey review and code creation, interview data organization, literature searches for articles, writing assistance, and data organization in articles.
- Administrative support: emails, budget research, and data organization in Excel.
- Support in organizing the FFJ Workshop before (assisting in designing travel program layouts for participants, researching travel budgets, organizing participant data) and during the event (assisting and organizing during meals, breaks, photography, cleaning, etc.).

Languages: English, Portuguese, Spanish

Teaching Assistant | Professor Renata Motta, Heidelberg Universität | 2023-2025

- Supporting seminars by updating readings and assignments in Moodle
- Communicating with students.

Languages: English and Spanish

Website & Content Management Assistant (INTERSHIP) | heiSKILLS Zentrales Sprachlabor (ZSL) -Leitorado Brasileiro Guimarães Rosa | SEP 2024-DEC 2024

- Website improvement on navigation and design using WordPress & Divi.
- Updating and reorganizing of key sections, including events and project highlights.
- Content creation and management on Instagram for event announcements and language learning.
- Support for the Celpe-Bras exam, assisting with communication.
- Regular content updating and coordination of tasks in biweekly meetings.

Languages: Portuguese, English

English teacher | English & Company, Amorebieta-Etxano | 2021-2022

- Planning and assignment of learning activities.
- Instruction of students in small groups.
- Assessment after each unit to evaluate progress, and development
Implementation of classroom conduct guidelines to create a structured and supportive learning environment.

Language: English

Journalismus (Internship) | Euronatura, Lisboa | APR 2021- JUN 2021

Interviewing, transcribing and writing for "Past and Present of Spanish Workers in Portugal" project.

HP printing support | Sitel, Lisboa | MAR 2021- JUL 2021

Software and hardware problem-solving and commercial promotion

VOLUNTEERING EXPERIENCE

Social Media Management Support (IG) | Tafarrón y Madama Pozuelo de Tabara | 2019 - 2023

Promotion of a festival, production of audiovisual content, and planning and monitoring of results.

Campo da Generosidade Association - Setúbal, Portugal | OCT 2020-DEC 2020

Environmental maintenance, development of sustainable projects, and engagement with international volunteers.

Organic and agriculture projects - County Clare, Ireland | AUG 2019

Learning of sustainable agriculture techniques, animal care, selling in markets.

LANGUAGES AND SKILLS

Spanish NATIVE

Englisch FLUENT | CAE, C1 level CERTIFIED

Portugese INTERMEDIATE | EOI, B2 level CERTIFIED

Basque INTERMEDIATE | B2 level CERTIFIED

German INTERMEDIATE (language course completed until B1)

Adobe InDesign, WordPress, Endnote
