




Maria Federica Grossi


Birth place: Rome
Nationality: Italian
Gender: Female

CONTACT

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MIUR

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WORK EXPERIENCE

01/09/2007 – CURRENT - Rome, Italy

Headmaster at I.C. Leonardo da Vinci - Via della Grande Muraglia 37 - 00143 Rome
MIUR

06/2020 – 07/2020 - Rome , Italy

President of the Commission for State Exams of Upper Secondary School
ITI M. Faraday - Liceo Socrate

06/2021 – 07/2021 - Rome, Italy

President of the Commission for State Exams of Upper Secondary School
ITI M. Faraday - Liceo Socrate

03/2016 - Rome- Via dei Greci 18 - 00187, Italy

USR Lazio representative in the TFA final tests Commission – (Music)
S. Cecilia Conservatory of Music

03/2015 – 04/2015 - Rome, Italy

Member of the Internship Course Council (for TFA activities management)
Università degli Studi di Roma Unint

04/11/2014 – CURRENT - Rome, Italy

MIUR Representative
Medical Verification Commission

07/2014 - Rome, Italy

Member of the Internship Course Council (TFA)
Università degli Studi di Roma Unint

07/2014 - Rome, Italy

Member of the PAS Qualifying Exams Commission
UNIINT University

06/2014 – 07/2014 - Rome - Via di Porta San Pancrazio

President of the Commission for State Exams of Upper Secondary School
Liceo Spagnolo Cervantes

09/01/2013 – 28/02/2014 - Rome, Italy

President III Subcommittee on public bid selection (A033) - prot. n. 38722 of 06/12/2013

USR Lazio - Direzione gener. Uff. V

06/2013 – 07/2013 - Rome - Via C Colombo, 200 - 00147 Roma , Italy

Member of the TFA Qualifying Exams Commission (A112 -A646 A446-A245-A246)

UNIVERSITA' degli Studi Roma 3

07/2013 – 08/2013 - Rome, Italy

Member of the TFA Qualifying Exams Commission (A019)

UNIVERSITA' degli Studi Roma 3

06/2013 – 07/2013 - Rome Via C.E. Gadda, 156 - 00143, Italy

President of the Commission for Upper Secondary School State Exams

Liceo Scientifico Cartesio

2009 – 2012 - Rome, Italy

Observer in the National Evaluation System (SNV) - Invalsi

Istituzioni Scolastiche (Primary, Lower Secondary, Upper Secondary School)

06/2012 – 07/2012 - Rome - Via di Porta San Pancrazio

President of the Commission for State Exams of Upper Secondary School

Liceo Spagnolo Cervantes

06/2011 – 07/2011 - Rome - Via di Porta San Pancrazio

President of the Commission for State Exams of Upper Secondary School

Liceo Spagnolo Cervantes

2011 – 2012 - Rome Via delle Sette Chiese, 259 , Italy

Headmaster with regency

Istituto d'istruzione Superiore IIS Sette Chiese - RMIS01600N

2009 – 2010 - Rome, Italy

Director of the Course of the Territorial Training Presidium

M@tabel National Plan for mathematics

06/2010 – 07/2010 - Rome Via delle Sette Chiese, 259

President of the Commission for the final State Exams of the Upper Secondary Education course

Istituto d'istruzione Superiore IIS Sette Chiese - RMIS01600N

07/2007 - Rome

Member of the Commission for the examination of requests for recognition of training courses
USR Lazio

01/09/1990 – CURRENT - Rome, Italy

Tenured Music Teacher (A032)

MIUR

1982 – 1990 - Rome, Italy

Open-ended Music Teacher

Lower Secondary School

1979 – 1982 - Rome, Italy

Fixed-term Music Teacher

MIUR

1979 – 1986 - Rome Via della Palombella, 3, Italy

Librarian- Archivist

Biblioteca Magistrale Laziale “ G. Gabrielli

EDUCATION AND TRAINING

2004 - Rome, Italy

Winner of National Selection for School Headmaster - (D.D.G. of 22/11/2004)

Address Rome, Italy

15/03/2001 - Rome, Italy

Qualification to teach Legal and Economic disciplines (A019)

Address Rome, Italy

12/07/1998 - Rome, Italy

Bachelor of Music (pursuant to art.44 L. 270 of 22/5/1982))

Address Rome, Italy

06/02/1990 - Rome, Italy

Qualification to teach Music Education at Lower Secondary School

Address Rome, Italy

07/04/1986 - Rome, Italy

Bachelor's degree in Law (110/110 *cum laude*)

"La Sapienza" University

Address Rome, Italy

TRAINING COURSES

Training courses attendance aimed at enhancing the managerial skills in the field of:

evaluation and self-evaluation; school curricula; information and communication technologies; administrative law; very happy; state accounting; negotiation activity of the Public Administration; social reporting; privacy and transparency in administrative action; communication and resource management strategies; organization and simplification tools in the workplace; business coaching; protection, risk prevention and safety; health education; International Classification of Functioning, Disability and Health (ICF); school inclusion, integration, disability, diversity, disadvantage; special educational needs, specific learning disabilities, personalization; disease protocols and drug administration; well-being of school staff and prevention of occupational mental distress; burn-out (cause, prevention, management, support).

DIGITAL SKILLS

My Digital Skills

Microsoft Office / Microsoft Word / Microsoft Powerpoint / Microsoft Excel / Power Point / Facebook
Google Docs / Social Media / Internet user / Good listener and communicator / Team-work oriented
Google Drive / Organizational and planning skills / Written and Verbal skills / Decision-making /
Responsibility / Reliability / WhatsApp

COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

- Excellent interpersonal skills and excellent communication skills, strong aptitude for interpersonal relationships, suitable for teamwork
- Strong motivation and enthusiasm for work, dynamism, flexibility
- Good explanatory and interpretative skills

Social skills

- Good ability to adapt and communicate in different and problematic contexts
- Conflict management
- Enhancement of human resources, on a personal and collegial level

ORGANISATIONAL SKILLS

Organisational skills

- Excellent management and work organization skills
- Time and resource optimization skills
- Strong administration, coordination and teamwork skills
- Good skills in research, processing and archiving of information, gained in previous work and study experiences
- Problem solving in managing the complexities of work
- Excellent interpersonal and exhibition skills
- Coordination of auxiliary and teaching staff
- Organization and coordination of working groups
- Management, coordination of educational and training projects
- Direction, coordination and management of numerous PON, ERDF and ESF projects since 2014
- Monitoring, reporting, evaluation, self-evaluation
- Coordination / management of multi-beneficiary projects within the Erasmus + Program in partnership

Technical skills

- Analysis of training and didactic needs and requirements
- Reconnaissance, research, elaboration of the educational offer for children, adolescents, adults and special users
- Budget administration and accounting
- School bargaining
- Execution of Call for Tenders

LANGUAGE SKILLS

MOTHER TONGUE(S): Italian

OTHER LANGUAGE(S): English

Listening	Reading	Spoken production	Spoken interaction	Writing
B2	B2	B2	B2	B2

Rome, 11 June 2022

Il Dirigente Scolastico
Prof.ssa M. Federica Grossi
Firma sostituita a mezzo stampa ai sensi
dell'art.3 co.2 della L.n.39/1993

