



Mon van Kouwen

Skizzo Management Support
De Corridor 14j, 3621 ZB Breukelen
T: +316 42027105 E: info@skizzo.nl



Summary

Experienced manager, coordinator, organiser and student advisor in higher education, with a background in the field of marketing and communication. Pragmatist who does not lose track of the strategic direction. Warm personality with a goal oriented attitude and affinity with student guidance, international- and intercultural education.

Features & skills

Approachable
(Long term) goal oriented
Creative
Enthusiastic
Cultural-sensitive

Writing skills
Speaking in public
Coaching
English on C1 level
Creative user of digital tools

Experience

Interim Manager – The Hague University of applied sciences – International and European Law

9/2021 – 7/2022

Education manager and member of Programme management team, managing a team of 25 lecturers, responsible for quality, planning, and student recruitment.

Interim Manager – The Hague University of applied sciences – European Studies

11/2019 – 7/2021

Team leader and member of Programme management team, managing a team of 25 lecturers, responsible for internationalisation, quality, PR, and study success. Member of crisis communication team of the faculty M&O during the pandemic. Developer of internationalisation@home program.

Interim Manager – Erasmus University Rotterdam – Erasmus School of Health Policy and Management

11/2018 – 7/2019

Repositioning and reorganising Study Advice department. Student Advisor.



Coordinator Foundation year Amsterdam School of International Business – Amsterdam University of Applied Sciences	9/2015 – 11/2018
Managing a team of 20 to 30 mentors. As policy maker involved in admission activities, coaching/guiding, Binding Study Advice, curriculum change, (module) evaluation, exchange etcetera. Responsible for admission and student progression, and design of selection and study choice processes and student guidance.	
Admissions coordinator International business school – Amsterdam University of Applied Sciences	9/2011 – 7/2015
Designing, execution and communication of the intake procedure, Study Check and selection processes. Project Management of 'class visits', information sessions for prospective students and parents/guides, taster classes and Open Days.	
Student Advisor, lecturer International Business School – Amsterdam University of Applied Sciences	1/2010 – 4/2018
Individual meetings with 1st and 2nd year students with the purpose of problem solving, supporting, motivating and advising at re-orientation. Maintaining relations with lecturers, administrative departments, examination board and student counsellors. Initiator of tutor services (Mr. Tutor, tutor page) and English support workshop. Individual and group coaching in study skills, presentation skills, business communication, intercultural awareness and entrepreneurship.	
Accordeonportaal.nl – own enterprise/hobby	9/2007 - 2016
Organising, programming and promoting concerts and festivals ('Accordeonslag'). Building web portal Accordeonportaal.nl (Drupal), writing plans, getting sponsors, sales, online and offline promotion, evaluation.	
Interim-Manager, consultant / Trainer & Coach – Engels & Partners / Skizzo	9/1992 – 4/2007
<ul style="list-style-type: none"> ◆ Interim-manager marketing and communication, for instance at ABN AMRO, Robeco Advies and ANWB. Managing and guiding of departments and teams ranging from 8 to 20 professionals, often in a process of change. ◆ Account Director. Strategic advisor, responsible for campaigns, projects and account teams up to 10 professionals, for instance at Publicis (Ministry of Finance), Euro RSCG (Peugeot). ◆ Consultant & trainer. Research and advice, consulting and training individuals or groups up to 20 professionals, for instance at De Bijenkorf, Het Pakhuis en De Basis. 	
Education	
Podcast Master's Academy	5/2022
Launch of the Dutch podcast series 'DePodBus Studeren' is mid November 2022	
CELTA English Teaching Training Centre, Galway, Ireland	8/2019
Internationally acknowledged didactical course allowing to teach English to second language learners	
Training 'Managing professionals', Schouten & Nelissen	5/2019
Managing with vision; highly educated individuals and teams.	
Master of Science 'Intercultural Communication' (cum laude), Utrecht University	7/2018
Applied linguistics; linguistic and cultural diversity in international contexts.	
Bachelor of Arts: Communication - NTI Leiden	5/2016