


PERSONAL INFORMATION

Milena Lukšić - Đurović, M.A., PhD candidate



 Bulevar Maršala Tita , 81 000 Podgorica

 +382 69 573 882

 milenaluksic@yahoo.com
milena.luksic@unimediterranean.net
milena.luksic.djurovic@gmail.com

Sex Female | Date of birth 03/08/1981 | Nationality Montenegrin

GENERAL MOTTO

Motto: "Teaching imbued with enthusiasm and passion always makes a difference!"

WORK EXPERIENCE

September 2011 – present

Senior Lector for English languageUniversity "Mediterranean" Podgorica – **Faculty of Foreign Languages Podgorica**<http://fsj.unimediterranean.net>

- English language Teacher to 1st, 2nd and 3rd – Year Students (teaching English for Specific Purposes - Business English, English for Tourism and Hospitality, English for Law at other faculties – see below)

Business or sector Higher Education

April 2007 – present

Senior Lector for English languageUniversity "Mediterranean" Podgorica – **Faculty of Tourism Bar & Podgorica – "Montenegro Tourism School"**<http://ftht.unimediterranean.net><https://sr-rs.facebook.com/MontenegroTourismSchool>

- English language teacher to 1st, 2nd and 3rd – Year Students (Business English, English for Tourism, English for Hospitality)

Business or sector Higher Education

April 2009 – present

Senior Lector for English languageUniversity "Mediterranean" Podgorica – **Faculty of Tourism Bar – "Montenegro Tourism School" - Faculty's Online Distance Learning (DLS) platform for students of Tourism**<http://ftht.unimediterranean.net><https://sr-rs.facebook.com/MontenegroTourismSchool><http://e-mts.unimediterranean.net>

- English language teacher to 1st, 2nd and 3rd – Year Students (Business English, English for Tourism, English for Hospitality)
- Developing online materials and activities for the purposes of teaching **online classes** on the platform for English language (all six semesters of undergraduate studies leading to the Bachelor's degree) – **Online Distance Learning** accessed at: <http://e-mts.unimediterranean.net>.

Business or sector Higher Education

September 2016– present

Senior Lector for English language

University “Mediterranean” Podgorica – **Faculty of Economics and Business**

Podgorica at: <http://unimediteran.net> and fps.unimediteran.net/

English language teacher to 1st, 2nd and 3rd – Year Students

Teaching Business English and developing the corresponding teaching materials, namely for:

- English for Meetings
- English for Writing Business Reports *(various purposes for different audiences)
- English for Negotiations and Intercultural Differences in Negotiations
- English for Public Speaking and Business Presentations> impromptu, informative, persuasive speeches
- English for Networking and Socializing
- Business Grammar of English *(usage-based approach)

Business or sector Higher Education

September 2016– present

Senior Lector for English language

University “Mediterranean” Podgorica – **Faculty of Economics and Business** Podgorica - **Faculty’s Online Distance Learning (DLS) platform for students of Business that** could be accessed via the following websites: <http://unimediteran.net> and fps.unimediteran.net/

English language teacher for 1st, 2nd and 3rd – Year Students

Teaching Business English online via Moodle platform and developing the corresponding teaching materials, namely for:

- English for Meetings
- English for Writing Business Reports *(various purposes for different audiences)
- English for Negotiations and Intercultural Differences in Negotiations
- English for Public Speaking and Business Presentations> impromptu, informative, persuasive speeches
- English for Networking and Socializing
- Business Grammar of English *(usage-based approach)

Business or sector Higher Education

September 2013– June 2015

Senior Lector for English language

University “Mediterranean” Podgorica – **Faculty of Law in Bar**

<http://unimediteran.net>

- English language teacher to 1st, 2nd and 3rd – Year Students, teaching and developing teaching materials, namely for:
- General English for Law Students and
- Law English

Business or sector Higher Education

December 2013– 2017

Certified court translator/interpreter for English language

- certified by the Ministry of Justice , the official list to be found at

<file:///C:/Users/Korisnik/Downloads/Spisak%20sudskih%20tuma%C4%8Da%20-%20a%C5%BEuriran%201.%20decembra%202016.godine.pdf>

2017-present

- re-licensed by the Ministry of Justice; the official list to be found at the following web-address:

<http://www.pravda.gov.me/rubrike/sudski-tumaci/175215/Spisak-tumaca-azuriran-1-08-2017-godine.html>

▪ The main accomplishments regarding interpreting activities:

- 12-year experience** in translation/interpreting in different contexts;

▪ Highlights:

- November, 2016:** Opening Ceremony of the “Cyber Security and Challenges” Conference, translating H.E. U.S. Ambassador Margaret Ann Uyehara Speech.
- October, 2015.:** Round table “Women and Diplomacy” – consecutive interpreting speeches delivered by: H.E. Ambassador Margaret Ann Uyehara U.S. Ambassador to Montenegro, Head of Political and European Integration Ms. Kirsi Pekuri, EU Delegation Montenegro; UN Resident Coordinator Ms. Fiona McCluney, UN Montenegro; Heather Torrance, International Women’s Club Montenegro - President (moderator).
- 10-04-2013** Interpreting for Professor **Catherine Owen**, PhD and external expert for evaluation and quality assessment, **and for the members of the Committee for Quality Assurance at Higher Education Institutions** for the purpose of external evaluation of the University Mediterranean at official meetings held at the Faculty of Tourism.
- October, 2011: International Film Festival in Bar, Montenegro - simultaneous interpreting, dubbing, and subtitling** of films from different parts of the world in competition for the award (learnt how to deal with the context, cultural interpretation, style, and spatial (while subtitling there are approx. 35-40 characters allowed to appear on the screen in one scene) and temporal constraints);
- May, 2011:** A formal ceremony and the Address Speech of **Former U.S. President William Jefferson (a.k.a Bill) Clinton** delivered at Faculty of Tourism in Bar, University “Mediterranean” Podgorica;
- 31-01-2011** News conference on IPA project concerning Olive-growing, interpreting for:
 1. Mr. Nicola Bertolini, the Chief of Operational Sector, EU Delegation, Montenegro,
 2. Dragan Simović, vice-president of the municipality of Bar
 3. dr sci Maria Bjeliša, Director Deputy of Croatian Centre for Agriculture, Food and Countryside,
 4. Mr. Predrag Janković, Director of SNV Montenegro.
- 01-11-2010** Lecture delivered by Taleb Rifai, Secretary-General of the United Nations' World Tourism Organization,
- 24-05- 2010** Honorary Doctorate Speech delivered by Mr. Željko Bogetić, the expert of World Bank,
- February, 2010:** Opening and Closing Ceremony of the 7th Men’s Mediterranean Handball Championship held in Bar.
- 16-10-2009** Lecture delivered by Mr. Jean-Claude Baumgarten, President of The Worl Travel and Tourism Council.

- different types of texts translation, simultaneous and consecutive interpreting – expertise in Marketing, Economics, Law, Electronics and IT terminology, etc;

Business or sector Translating/Interpreting

EDUCATION AND TRAINING

October 2012 – present

PhD Student

(PhD thesis defence pending)

University “Montenegro” Podgorica – Faculty of Philosophy Niksic, Montenegro

<http://www.ff.ucg.ac.me>

March 2014

PhD Researcher at University of Vienna, Vienna, Austria (CEEPUS scholarship awarded)

- General Linguistics, Historical Linguistics, Areal and Variation Linguistics, Contact Linguistics, Discourse Analysis, Universal Grammar, Research Methodology, Corpus Linguistics, Applied Linguistics, Language Learning, Bilingualism and Multilingualism;

October 2007- March 2012

Master of Arts in English Language and Linguistics

*(two-year postgraduate studies)

University “Montenegro” Podgorica – Faculty of Philosophy Niksic, Montenegro

<http://www.ff.ucg.ac.me>

- General Linguistics, Historical Linguistics, Discourse Analysis, Applied Linguistics, Second Language Learning and Bilingualism, Research Methodology, MA thesis composition methodology

October 2000– October 2006

Graduated Professor of English Language and Literature

*(four-year undergraduate studies)

University “Montenegro” Podgorica – Faculty of Philosophy Niksic, Montenegro

<http://www.ff.ucg.ac.me>

August 2005

Language specialisation at University of Aachen, Aachen, Germany

May 2003

Language specialisation at University of Vienna, Vienna, Austria

- General Linguistics, Historical Linguistics of English Language, Phonology and Phonetics, Morphology, Syntax, Semantics of English, English Literature (early beginnings up to contemporary), Translation from and into English, Modern English Language, Developing Writing and Speaking Skills, etc.

June 2016– present

Certified Teacher Trainer for English Language Professors

certified by Zavod za školstvo Podgorica – Institute for Education Podgorica

- Developing Business English Courses for the English Teachers at Elementary and Secondary Schools and Higher Education Institutions as a part of their life-long learning processes to be catalogued by the Institute for Education Podgorica;

ADDITIONAL EDUCATION AND TRAINING - MASSIVE OPEN ONLINE COURSES (MOOCs) ATTENDED:

January 2018 – March 2018

Concepts in Sustainable Development: An Introduction to the Key Issues

Derek Raine MBE, emeritus professor, The University of Leicester, GB.

Replace with EQF (or other) level if relevant

By the end of the course, the participants in the course will be able to :

- Explain what is meant by a complex system and its relevance to sustainability
- Evaluate the Brundtland definition of sustainable development
- Explain how economy and ecology work together as one system
- Summarise the prospects for a circular economy
- Identify the effects of the agricultural and industrial revolutions
- Identify and discuss the practical and moral issues around inequality
- Evaluate the difficulty in assigning causation in complex systems
- Discuss the implications of past actions for current generations
- Define what is meant by the term 'tragedy of the commons'
- Explain what is meant by globalisation, and its implication for sustainability
- Discuss the major problems of sustainability and the prospects for solutions

May 2017 – June 2017

TEACHING FOR SUCCESS: THE CLASSROOM AND THE WORLD
developing the skills and practices the English teacher needs for your continuing professional development (CPD).

Replace with EQF (or other) level if relevant

Claire Ross, lead educator, the course developed by British Council

- The following shall be accomplished:
- Assess the relevance of 21st century skills for English language learners;
- Evaluate a range of learning technologies and their usefulness;
- Compare teaching approaches and experience with others from around the world
- Discuss the impact that technology has had on what and how we teach.
- Assess the importance and influence of learners' L1 in their language learning.

March 2017 – April 2017

English for the Workplace

Replace with EQF (or other) level if relevant

David Lewis, lead educator, organized by British Council

- Finding a job
 - What do you want from a job?
 - Talking about likes and dislikes
 - Talking about your job
 - Job advertisements
 - Applying for a job
- Interviews
 - Preparing for job interviews
 - The language of obligation
 - Talking about your skills and experience
 - Interview technique
- Starting a job
 - Talking about job offers
 - Line management
 - Rules and regulations at work
- Working together
 - Meeting new colleagues
 - Checking understanding
 - Team building activities
 - Making suggestions, agreeing and disagreeing

February 2017 – March 2017

Blended Learning Essentials: Getting Started
A course for the Vocational Education and Training sector to promote effective practice and pedagogy in blended learning.

Replace with EQF (or other) level if relevant

Diana Laurillard, Chair of Learning with Digital Technology, Knowledge Lab,

- **Learning outcomes:**
 - Definitions of blended learning
 - The impact of digital technology on teachers and learners.
 - Pedagogical theories and teaching approaches that underpin blended learning, including constructivism, social constructivism, and problem-based learning.
 - Digital technologies available to support blended learning in formal and informal learning scenarios.
 - The role of Virtual Learning Environments (VLEs) and how to use them effectively for blended learning.
 - The role of open tools in blended learning.
 - Open educational resources (OERs): what they are, how they can be used, and where to find them.
 - Processes for blended learning design, including curriculum and instructional design. The role of the DADDIE model in planning and evaluating blended learning. Story-telling and story-boarding techniques for developing digital learning.
 - The role of assessment in the curriculum design process. Different approaches for using technology to support assessment and feedback.
 - The benefits and challenges of ‘flipped’ learning. Approaches to designing a flipped lesson.
 - Collaboration in blended learning, including the use of discussion forums, synchronous collaboration, and social media.
 - How to design and review a blended learning activity.
 - The digital skills learners need to equip them for the modern workplace, and how learners can be supported in developing these skills.
 - The importance of inclusive teaching practices. The value of making education and training more accessible for learners.
 - The demand for flexible learning, and the role of digital technology in making teaching and learning more flexible.

June 2015 – July 2016
 (6 weeks)

Exploring English: Language and Culture

Replace with EQF (or other) level if relevant

Simon Carrie, lead educator, University of Leeds, Great Britain

organized by British Council

- **Topics covered:**
 - Why is English a global language?
 - Technology and language learning
 - Language focus: passives: A look at how and when the British use the passive voice in business settings
 - Music and society brought to the classroom
 - Language focus: clauses > A look at some of the language used in the video
 - Looking at the countryside: language employed to describe the countryside
 - THE ENVIRONMENT: SAVING THE PLANET: The Eden Project, Vocabulary: talking about environmental issues
 - ENTREPRENEURSHIP: BUILDING A BUSINESS

PERSONAL SKILLS

Mother tongue(s)

Montenegrin, Serbian, Croatian, Bosnian

Other language(s)

English language

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

Italian language

C2

C2

C1

C1

C1

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
Common European Framework of Reference for Languages

Communication skills

- excellent communication skills gained through my experience with the students. Dean's appointee for student's affairs and dealings since 2011.
- excellent communication & cooperation with the colleagues (member of the team of many projects)
- excellent communication & cooperation with the supervisor of PhD studies (many research papers published together)

Organisational / managerial skills

- As a leader of the Team for translation of University's statute and related rule books & white papers I was responsible for managing a team of 9 translators between 2013-2014.
- In cooperation with the Dean of the Faculty of Tourism, Vice-Dean and other professors I was responsible for interpreting and translating for the team members of the Committee External Evaluation and Quality Assurance Committee measuring the quality and standards of the Faculty.
- In cooperation with the Dean of the Faculty of Tourism and other colleagues I was responsible for the protocol execution of many lectures of high-profile experts, ambassadors, ministers, professors coming to give speech at the Faculty of Tourism.

Job-related skills

- Teaching English for Specific Purposes to **Tour Guides** in a Course designed for tour guiding many different locations in Montenegro (responsible for explaining the guiding process and teaching language to the candidates) since 2007.

Computer skills

- good command of Microsoft Office™ tools;
- Moodle workshop and training for the purposes of handling online teaching platform given at Faculty of Tourism Bar ;
- Online teaching – using Distance Learning platform, developing teaching materials for online classroom;
- Teaching and Learning Assistant Programme – computer –based educational tool workshop given by professors of Faculty of Information Technologies.

Driving licence

- Driving licence with category:
- B

ADDITIONAL INFORMATION**Publications**

- Luksic, Milena (2013). *Learner's Needs Analysis required before Teaching English for Tourism*. in International ESP Conference 2013: Teaching English for Specific Purposes 'Connect and Share' (17-19.05.2013.) Proceedings. Dr Nadežda Stojković ed. Nis: Faculty of Electronic Engineering, pages 153-165.
- Lukšić, Milena i Radmila Šević (2013). Anglizmi u turističkom žanru na primjeru turističkih promotivnih letaka (in translation: Anglicisms in Tourism Genre. Case study: Tourist Promotional Leaflets.). in Conference Proceedings: IV International Scientific Conference „Multiculturalism and contemporary society“ at Faculty of Law and Business Academic Studies Novi Sa. Dr Milan Živković ed Novi Sad: TAMPOGRAF. (pages 136-150).
- Lukšić, Milena (2012.). Odgovarajući termini i rečenice engleskog jezika prikladni za engleski jezik / Appropriate English terms and statements convenient for rural tourism. In: Andriela Vitić i Neda Ivanović (2012). The Textbook for Rural Tourism and Rural Households. Bar: Tourist Organization of the Municipality of Bar.
- Lukšić, Milena (2012). Anglicisms in Tourism – master's thesis in print, defended at Faculty of Philosophy Nikšić, Department of English Language and Literature, Master's Module: Science of Language, University of Montenegro. Catalogued under the number: COBISS:CG-ID: 4971533.

Presentations

- Luksic, Milena (2014). Montenegro discovered and re-discovered: travelogues' contribution to the creation of a tourist destination for Anglophone countries. Conference: Balkans in Contemporary Travel Writing organized by Department of English Language and Literature Faculty of Philosophy, University of Montenegro (19-21.06.2014.) Niksic, Montenegro.
- Luksic, Milena (2013). Montenegrin Responses to English loanwords in Montenegrin Language of Tourism. Conference Proceedings: English in Europe: Opportunity or Threat? Responses to lingua franca role of English organized by The South-East European Research Centre and University of Sheffield's Centre for Linguistic Research (23.-24.11.2013.). Thessaloniki, Greece: British Council.

Projects

- June 2014 – present Researcher in the Faculty of Tourism's project "The Business Dealings and Indicators of Hospitality Sector in Montenegro" in cooperation with Horwath Consulting Zagreb, commissioned by the Ministry of Sustainable Development and Tourism,
- October 2016 – present Researcher and Language Consultant in the University's ERASMUS + project "Enhancement of study programs in Public Health Law, Health Management, Health Economics and Health Informatics in Montenegro" in cooperation with University of Donja Gorica (lead and coordinator of the project).
- May 2015 – June 2016 Researcher and Language Consultant in the University's TEMPUS project "Development of Learning Outcomes Approach – a way to a better comparability, recognition and employability at the Labour Market (DEVCORE) in cooperation with University of Montenegro (lead coordinator of the project), in the part concerning preparation and translation of the learning outcomes for undergraduate, graduate, postgraduate and doctoral studies and translation of the all subjects' curricula taught at the undergraduate, graduate, postgraduate and doctoral studies at Faculty of Tourism.
- February 2015 – June 2016 Translator and Interpreter in the University's TEMPUS project "Enhancement of cyber educational system of Montenegro (ECESM)" in cooperation with University of Maribor (lead coordinator of the project.)
- September 2010 – April 2011 Researcher / Lecturer and Language Consultant (translating and interpreting) in the Faculty of Tourism TEMPUS Project "Development of Business Training in Montenegro – Module: Tourism Management Course (DEBUT-M)" in cooperation with the Faculty of Business in Debrecen, Hungary (lead coordinator); especially, teaching in the two workshops: 08.11.2010.-12.11.2010. Quality Management delivered by Professor Jozef Lazslo and Milena Luksic and 21.02.2011.-25.02.2011. Sustainable Tourism delivered by Professor Eva Garan, mr Luka Mitrovic and Milena Luksic.
- October 2008 – June 2009 Researcher and Language Consultant in the Faculty of Tourism and GTZ Germany Project "Research on the Contribution of Tourism Sector to Socio-Economic Development in Montenegro", lead institutions: Faculty of Tourism and GTZ (German Organisation for Technical Cooperation) .

Honours and awards

- 2018** CEEPUS Freemover Teacher Grant awarded for teaching at Faculty of Arts, Department of Foreign Languages, Eötvös Loránd University, Faculty of Arts, Hungary;
- 2017** Erasmus + Staff Mobility Grant awarded for teaching at Faculty of Philosophy, Department of English and American Studies, University of Maribor, Slovenia.
- 2015** Member of the Team selected to represent Montenegro in the Competition “Lernathon 2015 Budapest”, a competition between the teams representing their countries, comprised of two English teachers and one IT professional with the aim to create a Mobile Application about how to teach English Language and Social Responsibility to Young People; funded by the U.S.A. Embassy Hungary.
- 2000** ▪ Top student of her generation in “Niko Robovic” High School, Bar, Montenegro;
- 2000** ▪ awarded “Luča A” for all “A” grades in every subject throughout the elementary and secondary school by “Niko Robovic” High School, Bar, Montenegro (for outstanding achievement in all teaching subjects and exemplary conduct in elementary and secondary school) ;
- 1996** ▪ awarded “Luča A AWARD“ for all “A” grades in every subject in the elementary school by the “Kekec Elementary School”, Sutomore, Montenegro;

Interests

- Contact and Comparative Linguistics, Corpus Linguistics, Discourse Analysis, Critical Discourse Analysis, Psycholinguistics, Sociolinguistics, Applied Linguistics, Law Linguistics, Cognitive Linguistics (a multi-disciplinary approach to language);
- **Charity work** – volunteer and supporter of many charity-related activities for the most vulnerable citizens of Montenegro;
- Reading and taking long walks;