

## CV Maike Caiulo-Prahm

### Professional Experience

- Date**                    **December 2020 – today**
- Position                **Head of Berlin Independent Complaints Office for Refugees**
- Important activities and responsibilities
  - Management and Coordination to receive complaints by refugees in Berlin about accommodation and administration problems
  - Cooperation with the Senate of Berlin to enhance the situation of refugees in Berlin
  - Networking Activities
- employer                Johanniter Unfallhilfe e.V.
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- Date**                    **March 2018 – December 2020**
- Position                **Integration counsellor for refugees**
- Important activities and responsibilities
  - Consulting of Migrants and Refugees
  - Management and Coordination
  - Networking Activities
- employer                Johanniter Unfallhilfe e.V.
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- Date**                    **Jan 2015 – until today**
- Position                **Project management**
- Important activities and responsibilities
  - Project coordination and research on Integration of Asylum Seekers, Caronte Project with University of Salento
  - Development of an online medical language course in EU-project „EuroCure“ and documentation
- employer                Bildung und Sprachen in Europa e.V.
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- Date**                    **Oct 2013 – December 2017**
- Position                **Freelance language-coach** for „German for professional purposes“ in the IQ-projects „Credit Points“ and „Beuth Bonus“ by German Ministry of Labour
- Important activities and responsibilities
  - Successful concept development and implementation of language coaching for migrants with technical degrees
  - Publication with Prof. Ilona Buchem of two manuals about the experience from the model project:  
*„Mediengestütztes Sprachcoaching“*  
[http://www.netzwerk-iq.de/fileadmin/Redaktion/Downloads/IQ\\_Publikationen/Thema\\_Sprachbildung/2014\\_CreditPoints\\_Sprachkompetenz-Deutsch.pdf](http://www.netzwerk-iq.de/fileadmin/Redaktion/Downloads/IQ_Publikationen/Thema_Sprachbildung/2014_CreditPoints_Sprachkompetenz-Deutsch.pdf)
  - „Kompetenzberatung und digitale Bewerbungsinstrumente“*  
[http://www.berlin.netzwerk-iq.de/fileadmin/redaktion\\_berlin/Publikationen/BHT\\_Kompetenzberatung\\_IQNetzwerkBerlin\\_2014\\_gesamt.pdf](http://www.berlin.netzwerk-iq.de/fileadmin/redaktion_berlin/Publikationen/BHT_Kompetenzberatung_IQNetzwerkBerlin_2014_gesamt.pdf)
- Employer                Beuth Hochschule für Technik

**Date**                    **June 2012 – Feb 2015**

**Position**                **Freelance teacher German as a foreign language**

**Important activities and responsibilities**

- Concept and teaching of German courses for doctors (intensive course, inhouse-training, online)
- general German courses

**Employers**             Diverse, i.a. New York University, FU Berlin, GfBM

**Date**                    **Oct 2006 – May 2012**

**Position**                **Teacher German as a foreign language**

**Important activities and responsibilities**

- coordination and teaching of German course on all levels
- Examiner for language exams by Goethe-Institut
- Pre-migration consulting of skilled workers

**Employer**              Istituto di Cultura Italo-Tedesco, Lecce (Italy)

**Date**                    **Sept 2006 – June 2008**

**Position**                **Teacher of German as foreign language**

**Important activities and responsibilities**                    Teaching German in secondary schools

**Employer**              Liceo Scientifico, Galatina and Istituto Tecnico, Galatina (Italy)

### **Educational Background**

**Institution**                **Freie Universität Berlin**

**Date**                        1993 – 2001 incl. Erasmus semestre University of Edinburgh (GB)

**Degree**                     M. A.

**Main Subjects**            Social Anthropology, Sociology, History of South Asia

**Content**                    Incl. three months field research in Orissa, India

**Institution**                **Stevenson College, Edinburgh**

**Date**                        October 1992 – June 1993

**Certificate**                Cambridge Proficiency C2

**Content**                    Englisch

**Institution**                **Tele Training**

**Date**                        April 2015

**Qualification**             Teacher for Medical German

**Institution**                **Friedländer Schule Berlin**

**Date**                        April 2014

**Qualification**             Qualified by the German office for Migration to teach integration courses

**Institution** **IQ Fachstelle für berufsbezogenes Deutsch**  
Date August 2013 – March 2014  
Qualification Teacher for German for professional purposes

**Institution** **Goethe-Institut**  
Date 2006 - 2008  
Qualification Teacher for German as a foreign language

**Institution** **Goethe-Institut**  
Date March 2007  
Qualification Examiner for language certificates by the Goethe-Institut