

LEA GREGORKA

whoislea.com
linkedin.com/in/leagregorka
lea.gregorka@gmail.com
+ 44 7400 443737



SUMMARY

Objective driven and diligent individual with 3+ years of experience in event and project management. An entrepreneur, good at multitasking – currently managing a thriving 200+ member community, creating and organising events (50+/year), coordinating marketing and negotiating partner relationships. Awarded the top 3 Portuguese tech community leaders in 2018. Passionate about companies' cultures and healthy employer-employee relationships, as well as finding creative solutions to hard problems.

SKILLS

Multilingual | English, Slovenian, Portuguese, Spanish and Croatian.

Team Management | Task delegation, constructive feedback, conflict management and contribution recognition.

Organization & Planning | Efficient at coordinating activities, events, PR, sponsors and partners.

Strategic Communication | Good at designing strategies, managing social media platforms and actively developing content.

Website development | Experience with creating WordPress websites. Basic knowledge of JS, HTML, PHP and CSS3

EXPERIENCE

2016/06 - present **Community and Operations Manager | Founders Founders (Porto, Portugal)**

- Promoted and managed 100+ events for entrepreneurs reaching 2,5k+ people
- Developed effective communication strategies (e.g. got newsletter opening rates over 40%)
- Grew start-up residency occupation rate from 40% to 100% and maintained it (prospection, selection, on boarding)
- Established and negotiated 20+ partner relationships to help start-ups grow their businesses (including Amazon, Digital Ocean, Pipedrive, SendGrid)

2014/10 - 2016/04 **Marketing Assistant | SIMI (Porto, Portugal)**

- Produced over 50+ marketing materials (Illustrator & Photoshop)
- Built and designed over 10+ WordPress websites for clients
- Designed and configured 15+ digital menus using the SIMI Framework

PROJECTS

BOOM – Massive Growth Week

Lead Organiser

BOOM is a one-week intensive boot camp focused on start-up growth, marketing and sales. I led the project alongside 6 co-organizers, it was composed of 25 different talks at 5 venues with 300+ participants.

INCINERATOR

Creation & Production

A series of film documentaries alongside real live events about start-up failure that were part of a FoundersTV production. I organised 4 events with over 15 speakers and 200+ participants, and also managed the production of 6 videos that currently have 30k+ views.

Founder Meets Founder

Creation & Production

The first ever production of FoundersTV, a live vlog-series about the Portuguese entrepreneurial ecosystem. Managed 6 events with live recordings with 12 speakers and over 200 participants. Supervised production of 6 final videos that have 15k+ views.

Founders Club

Concept Development & Lead Organiser

Founders Club is an exclusive invite or referral-only membership group of experienced entrepreneurs (50+). I co-founded and led the club. I also was directly responsible for organising 15+ networking activities.

EDUCATION

Class of 2015

MSc in Human Resources Management | Polytechnic Institute of Porto (Portugal)

- Thesis with focus on Employer branding and IT (18/20)

ACHIEVEMENTS & AWARDS

- **Top 3 of Portuguese Woman in Tech Award**
(Community Leader)
- **Top 8 of "Portonauts"**
(Porto's city hall's recognition – talent attraction)
- **2nd at European Enterprise Promotion Awards**
(entrepreneurship – national company level)

VOLUNTEERING

- 2015 | Artistic activities to help develop users' cognitive abilities
- 2014 | Supportive counselling and social services
- 2013 | Art therapy approaches for disabled & elderly
- 2012 | Recuperation therapy (postpartum depression)