



EKATERINA TIMOSHENKO

Partnerships, Community & Events Coordinator

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SUMMARY

Project and community coordinator with experience across event production, content creation, partnerships, and brand development. Organized cultural events, managed stakeholder relationships, and coordinated cross-functional projects in Germany, Turkey, and Russia. Interested in agency marketing, partnerships, community building, and event-led growth.

PROFESSIONAL EXPERIENCE

Freelance Content Creator & Photographer

Berlin, Germany | 2024 – Present

- Produced visual and editorial content for hospitality, lifestyle, and consumer brands across Berlin.
- Managed creative projects end-to-end — briefing, concept development, production, post-production, and delivery.
- Collaborated directly with founders and small business owners on content for marketing campaigns and social channels.
- Built ongoing client relationships through proactive communication, reliable delivery, and consistent visual quality.

Food & Culture Contributor

GENAU Berlin | May 2025 – May 2026

- Produced 13 published articles covering Berlin's food, hospitality, and cultural scene.
- Conducted interviews with founders, chefs, entrepreneurs, and industry professionals across the city.
- Co-organized lectures, film screenings, parties, and community events bringing together local audiences.
- Supported partnerships, brand communications, and on-the-ground event operations from planning to execution.
- Coordinated with photographers, venues, and contributors to ship editorial and event projects on deadline.

Founder & Brand Lead — Janu

2023 – 2024

- Developed the concept, positioning, and product direction of a functional beverage brand from scratch.
- Conducted market research and analyzed consumer trends to validate the category and target audience.
- Coordinated suppliers, packaging development, and external partners across production and design.
- Defined brand positioning, visual identity, tone of voice, and content strategy for launch.

Event & Project Coordinator

VERGE Sound · Turkey & Germany | 2022 – 2024

- Coordinated production of 7 cultural and entertainment events end-to-end, with audiences of 400–600 attendees, including projects featuring artists IC3PEAK, AIGEL, and SBPCh.
- Managed venue scouting, vendor negotiations, technical riders, and on-site logistics across multiple cities.
- Coordinated artist hospitality, schedules, and communications between management, crew, and partners.
- Oversaw promotion timelines and partner deliverables to keep events on schedule and on budget.

Personal Assistant to CEO

Saint Petersburg, Russia / Istanbul, Turkey | 2021 – 2023

- Coordinated cross-functional operations during the company's relocation to Istanbul — logistics, vendors, and external partners.
- Oversaw executive scheduling and stakeholder coordination across multiple time zones and countries.
- Managed external partner communications and operational transitions during the international move.
- Acted as the operational bridge between leadership, internal teams, and outside service providers.

EDUCATION

Saint Petersburg State University

B.A. in Chinese Studies | 2022

SKILLS

Partnership Management · Community Building · Event Production · Project Coordination · Stakeholder Communication · Content Creation · Editorial Writing · Brand Development · Market Research · Vendor Management · Visual Content Production

LANGUAGES

Russian — Native · English — C1 · German — A1–A2 · Chinese (Mandarin) — B2