

**REPUBLIKA E SHQIPËRISË**

**MINISTRIA E EKONOMISË, KULTURËS DHE INOVACIONIT**

**AGJENCIA KOMBËTARE E ARSIMIT, FORMIMIT PROFESIONAL DHE**

**KUALIFIKIMEVE**

*Nr. .......… Prot. Tiranë, më \_\_\_\_\_\_\_\_\_\_2025*

Implementing priorities for the European Agenda for Adult Learning - National Coordinators for the implementation of the Agenda

REf: 101144279-ERASMUS-EDU-2023-AL-AGENDA-IBA

Announces

**REQUEST FOR EXPRESSIONS OF INTEREST**

**“**Designing a training program**”**

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The National Agency for Vocational Education and Training and Qualifications (NAVETQ) as the National Support Service for European Platform for Adult Learning in Europe (EPALE) have been awarded a grant from the European Programs for Education and Youth, Erasmus+ for National Coordinators for the Implementation of the European Agenda for Adult Learning (AL-AGENDA). The project aims as follows: (i) to steer an action of support and promotion on adult learning nationally; (ii) to strengthen the interinstitutional coordination, participation and policy debate; (iii) to generate a better understanding on the needs and benefits of adults learning; (iv) to promote and raise awareness among beneficiaries of Adult Learning, and (v) to improve capacity at NAVETQ to drive policy change and interventions in the system of skills and training delivery, through encouraging involvement of partners in policy debate, engage group of interest to present and sinus policy agenda, prepare evidenced based policies and benefit sharing best practices with EU or region neighbours.

The NAVETQ needs to engage one **Expert for “**Assessing the needs and collecting inventory of quality assurance initiatives in training provision**”**

## Objective of the Assignment

This project aims to contribute to this contextual challenge of Albania, by providing this set of activities: (i)Establish steering committee through a Minister Order and specify role and responsibilities, deliverables and time frame of the mandate. A technical secretariat will be supporting the committee work and deliverables; (ii) thematic conventions are national policy forums, based on concrete report assessment and policy agenda. Four national level conventions will be organized until the national Action plan on AL is being consolidated and submitted to the government as a policy document for endorsement: (iii) Comparative study on the blended learning practices in Europe and state of play in Albania; and (iv) Online and social media, partners activities, Web site of the steering committees under NAVETQ, printing and distribution of the report, peer exchange..

## Scope of work

The overall objective of this assignment is to design a comprehensive training program that addresses current developments and challenges in adult learning in Albania, aligned with the needs and objectives of the AGENDA project.

The contracted Training Program Design Expert will be responsible for:

* Conducting a needs assessment to identify gaps and priorities in adult learning and skills development.
* Designing a tailored training program based on the assessment findings and aligned with best practices in adult learning.
* Developing high-quality training materials, including curricula, guides, and supporting resources for trainers and learners.
* Ensuring the training program integrates quality assurance mechanisms to monitor and evaluate its effectiveness.
* Engaging with key stakeholders—government agencies, educational institutions, industry representatives, trade unions, and NGOs—to gather input and ensure the relevance of the training program.
* Providing an inventory of existing training initiatives and quality assurance practices, integrating them into the program design where relevant.
* Participating in stakeholder consultation events to present and discuss the proposed training program and its expected impact.
* Preparing a final report with recommendations for implementation, monitoring, and future improvements of the training program.

## Qualification Requirement

The **Expert for “**Designing a training program**”** should have:

* An advanced degree in Economy, Social Sciences, or a related field.
* Minimum of 5–7 years of relevant experience in training program design, adult education, or skills development.
* Proven track record of working with government agencies, educational institutions, industry representatives, trade unions, NGOs, and other relevant organizations.
* Demonstrated experience in needs assessment, training program development, and quality assurance practices.
* Experience in stakeholder identification, mapping, and engagement.
* Strong research skills, including data collection, analysis, and interpretation.
* Ability to synthesize complex information and present it clearly in training materials and reports.
* Demonstrated leadership abilities and organizational capacity.
* Strong interpersonal and cross-cultural communication skills.
* Previous experience with EU-funded programs is desirable.
* Excellent analytical and problem-solving skills.
* Excellent communication and report-writing skills in English;

## Evaluation procedure

Applications will be evaluated based on a cumulative analysis taking into consideration the applicant’s technical qualifications.

## Reporting and Duration

The Expert will be closely cooperating with the NAVETQ staff to coordinate the contents as well as the deadlines for delivery.

## Payment schedule

Payment will be made upon delivery of the study documented in regular in voices by the recruiter to the contracting authority (NAVETQ).

Interested applicants may obtain further information regarding the Terms of Reference at the websites: [http://www.akafp.gov.al; htt](http://www.akafp.gov.al/)p://www. erasmusplus.al/or at the address below, Monday – Thursday 08:00 - 16:30 hrs and on Friday 08:00 - 14:00 hrs.

**National Agency of Vocational Education Training and Qualifications**

**Addr: Str."Mustafa Lleshi", Godina e Thesarit , Tirana, Albania Tel: + 355 4 2237087**

Interested applicants should submit:

* Expression of interest,
* Recently updated CV;
* A copy of a recent report/study performed
* Two names as referees

Expressions of interest must be delivered in a written form (post) to the below address:

**National Agency of Vocational Education Training and Qualification**

**Add: Str."Mustafa Lleshi", Godina e Thesarit**

**E-mail address:** [info@akafp.gov.al](mailto:info@akafp.gov.al),

**Tirana, Albania**

**Attn: Mrs. Ejvis Gishti**

**General Director**

The right corner of the envelope or subject of the e-mail must indicate the relevant position of interest. The deadline for receipt of submission is 3 March 2025.

**GENERAL DIRECTOR**

**Ejvis Gishti**