



## KOMISIONI KOMBËTAR I EDUKIMIT KATOLIK SHQIPTAR KKEKSH

**Title:** Call for Applications – Consultancy contract on External International Expert in Lobby Process and Catholic Teaching

The NCCEA for Catholic Education in Albania is seeking applications from qualified individuals to fill the position of External International Expert in Lobby Process and Catholic Teaching, to work with the NCCEA in promoting and advocating for Catholic education in Albania.

### **Responsibilities:**

- Collaborate with the NCCEA to develop and implement strategies for promoting and advocating for Catholic education in Albania.
- Work with Catholic schools, teachers, and other stakeholders in Albania to promote the principles and values of Catholic education.
- Advocate for policies and programs that support Catholic education in Albania, including through engagement with government officials and other decision-makers.
- Develop and maintain partnerships with other organizations and stakeholders in Albania that are committed to promoting Catholic education.
- Provide technical assistance and guidance to the NCCEA and other stakeholders in Albania on issues related to lobbying and advocacy for Catholic education.
- Conduct training sessions and workshops for Catholic educators and advocates in Albania on effective lobbying and advocacy strategies.

### **Qualifications:**

- A degree in Education, Political Science, International Relations, or a related field.
- Extensive experience in lobbying and advocacy, with a focus on education policy.
- Knowledge of Catholic teaching and the principles of Catholic education.
- Excellent communication and interpersonal skills.
- Strong organizational and project management skills.
- Proficiency in English.

### **Contract specifications:**

- Type of contract: consultancy contract.
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- To the the selected winner, it will be offered a frame work contract, from the date of signing of the contract to the end period of the project implementation: December 31, 2025
- During the time of the frame work contract, according to its needs, NCCEA will request to the contractor to deliver its service by working days. The service will be covered by an specific contract that derives from the frame work contract
- Each specific contract will have its deliverables and payment

### Financial offer:

- The financial offer will be submitted per one working day in EUR
- According to Albanian Law, for each specific contract will be calculated the respective financial value. From the payment to the contractor, it will be calculated and deducted the amunt of 15% as withholding tax. So please take in consideration this element when you present the financial offer
- For international experts: accommodation, travel cost and meals will be covered by NCCEA, so the value of a working day will be offered without this costs

**Application Process:** Interested Candidates are welcome to apply by sending the documents listed below to [info@kkeksh.com](mailto:info@kkeksh.com) with the subject line: *"International external international expert in lobby process and catholic social teaching"*

- A cover letter outlining your experience and qualifications for the position.
- A current resume or CV.
- Contact information for at least two professional references.
- Financial offer: value in Eur per one working day

**The deadline to apply is: 31 th of march 2023 by 23:00.**

**Selection Process:** Candidates who meet the qualifications will be **contacted** for an interview. The National Commissio for Catholic Education in Albania will make the final decision on the selection of the successful candidate.

### Terms of Engagement:

- The successful candidate will be engaged on a insert duration contract, with the possibility of renewal.



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- The successful candidate will be expected to work remotely, with occasional travel to Albania.
- The engagement will be subject to a performance review after the first six months of the contract.

The NCCEA is an equal opportunity employer and encourages applications from qualified individuals regardless of race, religion, gender, or disability.

We look forward to receiving your application and thank you for your interest in working with the NCCEA.