



JOB ANNOUNCEMENT

Position: Paid Internship

Center for School Leadership (CSL) provides opportunities for outstanding university students to undertake an internship at the CSL office. The objective of the Internship Programme is to provide the CSL Albania staff with the assistance of qualified students specialized in professional fields such as education, leadership, social sciences, communications or other relevant studies.

In October 2018, AADF and the Ministry of Education, Sport, and Youth (MoESY) founded the Center for School Leadership through a joint agreement, and in 2019 CSL started the first cohort of the compulsory training program. CSL has trained about 800 in-service and aspiring principals and the fifth cohort is in process with 300 new participants that are attending the program provided in Tirana, Durrës, Elbasan, Korça, and Shkodra.

The Center for School Leadership is developed based on the successful model of the Avney Rosha Institute in Israel, for the training and certification of the principals of Pre-University Education Institutions (PUEI). It is tailored to the latest needs and standards of the PUEI principals in Albania, aiming to train the current school principals and aspiring principals through a training program that is recognized by the Albanian Law on Pre-higher Education and accredited by the Ministry of Education.

This Internship Programme provides a compact understanding of CSL priorities and technical activities. Students will work on adapting research studies, descriptive data analysis and visualizations, assisting the developments of trainings, translating reading materials, or maintaining social media profiles and other internal systems. S/he will benefit from new experience and developing new skills. At the end of the programme, interns will be provided an appreciation certificate.

CSL is looking for candidates that meet the following criteria:

- Be a University student Master Programme, or equivalent.
- Recently graduated students Master Students in the relevant fields.
- Open to learn new things.



Required qualifications and competencies:

- Demonstrated a keen interest in the work of the CSL, and its partners;
- Be proficient in using Microsoft Office (especially Excel);
- Exceptionally good working knowledge English, both oral and written;
- Able to summarize information, produce short reports in Albanian and English;
- Very good communications and interpersonal skills and be a very good team player.

How to apply?

Submit the following documents in English or Albanian at: info@csl.edu.al, in one SINGLE, PDF document:

- Curriculum Vitae
- Cover letter
- Reference letter from a lecturer/university professor or previous employer

Please reference the job title “Paid Internship - CSL” as a subject in your email message. Electronic applications are accepted only. Only shortlisted candidates will be contacted for an interview.

The duration of the internship

The paid internship program may last 3-6 months with a possibility of extension and promotion if possible.

Deadline for applications: Wednesday, January 25th, 2023, at midnight.