

Call for Applications

Organising an assessment visit in Albania

Background

DVV International is the Institute for International Cooperation of the Deutscher Volkshochschul-Verband e.V. (DVV), the German Adult Education Association. DVV represents the interests of approximately 920 adult education centres (Volkshochschulen) and their state associations, the largest service provider of continuing education in Germany. As the leading professional organisation in the field of adult education and development cooperation, DVV International has committed itself to supporting lifelong learning for 50 years now. DVV International provides worldwide support for the establishment and development of sustainable structures for a lifelong Adult Learning and Education (ALE).

The current project of DVV International for Europe “Professionalisation of ALE Centers in Europe” ends in December 2027. In order to develop a new project for the Europe region, it will be assessed whether and how DVV International could possibly engage in Albania to promote and strengthen ALE in the country in the period 2028 – 2036. As a first step, two representatives from DVV International (Regional Director and Desk Officer for South East Europe) will visit Albania in the period 20 – 24 April 2026 to identify possible entry points for an engagement of DVV International in Albania.

In order to prepare and organise the visit services of a local ALE expert is needed to provide prior information, make appointments with key stakeholders, assist with translation where needed and take care of logistics.

Description of the assignment

Organisation of a visit of two representatives of DVV International to Albania in the period 20 – 24 April 2026 for the purpose of assessing whether to start cooperation with Albania and open a project office Tirana.

This includes:

- Identify key ALE stakeholders
- Develop an agenda for the visit in collaboration with DVV International
- Provide key documents on ALE prior to the visit
- Organise the visit (make appointments, plan for local transportation, recommend possible venues etc.)
- Summarise main results of each meeting
- Follow-up on the appointments if needed.

Qualification

The applicant we are looking for should demonstrate in his/her motivation letters and CV

- experience with the Albanian education system
- knowledge of ALE related policies and strategies
- knowledge of key ALE stakeholders (national and international)
- experience in development/international cooperation projects
- fluency in Albanian and English language.

Remuneration

The Contracted Individual shall receive a gross fee of 300,- € per day worked for maximum 7 days for the services and partial services actually provided by them. All costs and rights of utilisation (No. 6) incurred in the execution of the present Contract, as well as any value added tax due, shall be deemed to be remunerated by the agreed fee.

Application

Applicants may submit their proposal **by 25.03.2026, 23.59 o'clock.**

It should be written in English and include a motivation letter (approximately 1 page) and a CV.

The proposal is to be addressed to Ms. Katrin Denys, Regional Director Caucasus and South East Europe: denys@dvv-international.de

The selected candidate will be notified by 01.04.2026. Candidates, who were not selected will be notified by 03.04.2026.