

CURRICULUM VITAE

1. **Family name:** Haxhiu (Maçi)
2. **First names:** Arjana
3. **Date of birth:** 08/06/56
4. **Nationality:** Albanian
5. **Contacts :** mob 0682277921, anahaxh@yahoo.com
6. **Education and qualifications:**

Institution; [Date from - Date to]	Degree(s) or Diploma(s) obtained:
Faculty of Agrarian Economics, Agriculture University, Tirana 1975-1979	BA in Agrarian Economics
Philology Faculty, Tirana University 1980-1986	BA in Literature
University of Macedonia, Thessaloniki, Greece 1993-1994	Certificate in "Institutional Management"

7. **Language skills:** Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Language	Reading	Speaking	Writing
Albanian	Mother Tongue		
English	2	2	2
Italian	3	3	3

8. **Membership of professional bodies:**
 - Member of Board of "Refleksione" (2006-on)
 - Chair of the Board of "Albanian Disability Rights Foundation" (2000 –on)
 - Member of the Board of Opportunity International (1998-2005)
9. **Other Skills** (e.g. Computer literacy, etc.)
 - Operating systems: MSDOS, WINDOWS
 - Application Programs: Microsoft Word, Excel, Power Point, Microsoft Access,
 - Microsoft Works, Word Perfect, Internet Explorer
10. **Present position:** Training consultant at ANTTARC
11. **Years within the firm:** 16
12. **Key qualifications:**
 - CS capacity development
 - Organizational development
 - Advocacy and lobbying
 - Project monitoring and evaluation
 - Gender mainstreaming and women in leadership
 - Domestic violence
 - Counseling
 - Training of trainers Consultants

13. Specific experience in the region:

Country	Date from - Date to
Albania	1996-present
Kosova	2000-present
Montenegro	2004-2005
Macedonia	2004-2006

14. Selected project-related experience

Date	Activity
1996-present	In the framework of the Counseling Linea against Domestic Violence: Counseling (hotline and face-to-face) for victims of domestic violence and human trafficking; Providing technical assistance to establish branches of the Counseling Linea against Domestic Violence in Durres, Berat, and Shkoder; Conducting the training course on the law on domestic violence for health and education workers.
December 2014 - present	ALCDF Capacity development coordinator in the EU project Leveraging the Capacity of CSOs in the North of Albania for betterment of biodiversity and environment protection
April - May 2015	Designing and conducting training workshops on "Project cycle management and public speaking" for Trade Union and Albanian Syndicates. (FES Albania)
April 2015 - present	OSCE – Increasing women's participations in political and public life. Promoting gender equality in political and public life. Designing and conducting training workshops of Women candidates and women councilors.
June 2014 – January 2015	Managing the project "Enhancing civic engagement of young people" in the frameworks of Strengthening Democratic Governance in Albania.(OSCE Albania)
June 2014 – December 2014	Designing and facilitating a series of training workshops in nine regions of Albania on "Increasing women's participation in political and public life" moderator and trainer; Facilitating development of local and national plans action. (OSCE Albania)
May 2014	Designing and conducting training workshops on "Advocacy & Lobbying, Negotiation and Public Relations" for Education and Health Trade Union. (FES Albania)
April – May 2014	Designing and conducting a series of workshops and technical assistance in Puka region to enable active women from 10 LGUs on Gender Issues, Advocacy & lobbying, and TOT. (Organized by AgroPuka and financed by Swedish Cooperative Center)
April 2014	Designing and conducting a training workshop on "Interpersonal communication, Public relations, Public speaking and Communication with Media" for Local Governance Kosovo Academy (FES Kosovo)
April 2014	Training and technical assistance for Police Academy on "Gender Opportunity and Advocacy & Lobbying". (ICITAP)

October – January 2014	Workshops between community, civil society and the Albanian parliament “Building a bridge between Civil Society and Parliament”.
December 2013	Training and technical assistance on capacity building and institutional development for Kosovo Agency of Statistics staff members (SIDA- Swedish International Development Cooperation Agency Kosovo).
August – December 2013	Technical assistance and expertise for the National Assessment of LGUs to Implement the New Civil Servants Law and Organization of a Series of 12 Regional Workshops with LGU Representatives on the New Civil Servants Law. (CoE – Council of Europe)
April 2013	Training of Trainers – Building capacities of women local and commune councillors for gender sensitive good governance at the local level. (OSCE Albania)
February – April 2013	Training and technical assistance for Roma and Egyptian Young Academy representatives and women on the framework of “Roma Women Voter Education: Promoting electoral participation of Roma and Egyptian women in Albania”. (OSCE Albania)
2010 - 2012	Training and technical assistance for women in politics on the framework of “ <i>Enhancing Women’s Role in Governance</i> (WiG). Coaching meeting for gender equality employees on Mainstreaming Gender into Policies. (OSCE Albania)
June 2010	Evaluation of Water and Sanitation Project (Albania) Implemented in Korce by Tabita and in Tropoja by Integrimi (January 2004-December 2008), funded by Dorcas Albania International
2010	Implementation of standards of social care services in residential centers for trafficked or at-risk persons. (UNICEF)
2009-2010	Conducting training courses for social workers and public administration in the framework of the “Support Implementation of the National Strategy for Gender Equality and Domestic Violence (NSGE-DV) – Advancing Democratic Governance in Albania.” (UNDP Albania)
June-July 2009	Impact assessment of the Coordination Action Against Human Trafficking (CAAHT) Program Coordination and Capacity Building with grantees (2006-2009). (USAID/CII)
June-July 2009	Impact assessment of the Coordination Action Against Human Trafficking (CAAHT) Program Prevention Services. (USAID/CII)
9-12/2008	Conducting training courses for social operators in Tirana and Elbasan in the framework of the “Italy, Albania, and Greece against trafficking of women and minors” project funded by the European Union and implemented by CIES. Training courses included Training of Trainers, Monitoring and Evaluation of Performance; Counseling and Negotiation; Professional Burnout; and Working with Roma. (CIES)
7-10/2008	Facilitating the training needs assessment workshops for shelter service providers (Different and Equal, Vatra, Gjirokastra Community Center, Another Vision, and National Rehabilitation

	Center) and community based service organizations (VMA Kukes, Jona Sarande, NPF Korce, and Women in Development Shkoder), conduct consultations/ interviews with the counter trafficking partners of these organizations, and prepare the assessment reports for each organization. This activity has been conducted in the framework of the “Combating Trafficking in Human Beings in SEE and Balkan Region – Phase IV” project implemented by IOM.
2005-2006	Trainer/CAAHT/USAID: Training in anti-trafficking for CAAHT grantees. Conducting ToT for CAAHT grantees. Providing technical assistance to CAAHT grantees to increase their capacity in project management and anti-trafficking work. Member of the assessment team for the evaluation of coordination component of the CAAHT program (Phase I).
May-June 2006	Organizational evaluation of Peace and Justice Center, Shkoder, and evaluation of the three-year project “Women and children, victims of blood feud”, funded by CORDAID.
May 1998	Participation in the training course on “Reproductive Health Rights” Albanian Family Planning Association.
November 1997	Participation in the training course on “Policies and Programs for facilitating the access of women entrepreneurs to credit”. ILO Turin, Italy
November 1996	Participation in the training course on “Promotion of Albanian Women Entrepreneurs, another step ahead” GTZ Foundation Tirana, Albania.
September - October 1995	Participation in the training course on “Promotion of Women Workers Rights and Equality in Employment”. ILO Turin, Italy, Certificate credited.
February - April 1995	Participation in the training course on “Policy and Strategy for Promoting Women Entrepreneur in Albania”. ILO Turin, Italy, Certificate credited.

15. Other Professional experience

Date from - Date to	Location	Company& reference person (name & contact details)	Position & Description
1998 - present	Tirana, Albania	ANTTARC; Myftar Doci Program Director ngocenter@icc-al.org +355 4 2247603/4 Cel.+355 69 209 666	Training Consultant at the Albanian Training and Technical Assistance Resource Center (ANTTARC) Designing and delivering professional training and on-site technical assistance programs; Project monitoring and evaluation. Needs, organizational, and project assessment.
1996-present	Tirana, Albania	Linea Against Domestic Violence	<i>Counselor</i> at the Linea Against Domestic Violence. Counseling (face to face and hot line) for women and girls, victims of domestic violence and human trafficking; Analysis of cases.

1996-1998	Tirana, Albania	General Administration of Help and Social Services	<i>Advisor</i> at Programming Department, Coordinating with Women and Children Organizations and Ministry of Labor and Social Affairs relating to women and children issues.
1992-1996	Tirana, Albania	Ministry of Labor, Social Affairs and Women.	<i>Advisor</i> at Women and Family Department, Coordinating with Women and Children Organizations and other institutions relating to women and children issues.
1985-1992	Tirana, Albania	Agriculture University	<i>Administrator.</i>
1979-1985	Kruja, Albania	Agriculture Cooperative	<i>Economist</i> responsible for enterprise planning.

16. Other relevant information (e.g., Publications)

1998	Co-author of the book “Without Beginning, Without End” published by the Linea Against Domestic Violence
1998-till present	Co-author of numerous training manuals produced by ANTTARC.
2012	Co-author of the book “Without Beginning, Without End part 2” published by the Linea Against Domestic Violence
1995	Contributor in the newsletter “The Women in the Labor Market” published by the Ministry of Labor and Social Welfare