

PERSONAL INFORMATION

Fitore Sulejmani



📍 Lagja 30 vjetori, 5000 BERAT (Albania)

☎ +355698437299

✉ fsulejmani@gmail.com

Sex Female | Date of birth 08/08/1953 | Nationality Albanian

WORK EXPERIENCE

-
- 01/09/2016–Present **Senior English Language Teaching Consultant**
SIDI Education, Tirana (Albania)
Academic Support for English Teaching staff in Albania, Kosovo, Macedonia
Training Teachers of English on Methodology and teaching practices
Coordinating cooperative efforts and exchange programs
- 01/09/2018 **Lecturer**
Albanian University, BERAT (Albania)
Lecturer of English Didactic and Methodology
Lecturer of Creative Writing
Lecturer of Spoken English
- 2011–2013 **Headmaster of "BDKarbunara" High school**
Berat
Organizing, managing, counselling, coordinating, problem solving, decision making
managing and solving teacher-teacher, teacher-parent, student-student conflicts and contraversies
parent-student conferencing
extracurricular activities
Relations with student government and school board
Teacher training and English teaching development
Teaching English
- 2002–2011 **Deputy Director**
Kristo Isak high school/Foreign Languages School, Berat
teaching English
teacher observation&feedback
teacher training and teacher development
parent education
parent-student conferencing
organizing extracurricular activities
- 1990–2011 **Teacher of English**

B D Karbunara High School, Berat

- teaching English
- teacher training and development
- coaching debate club students
- coordinating peace-building project
- managing student-student / teacher-student conflict
- parent counselling

1976–1990

Teacher of English

29 Nentori 8th grade school, Berat

- teaching English / classroom management
- coordinating student government
- organizing & coordinating extracurricular activities
- coordinating teacher-parent meetings

1975–1976

Teacher of English

8 Nentori school, Kucove

EDUCATION AND TRAINING

10/05/2017–Present

President of English Language Teaching Association (ELTA)

Tirana (Albania)

- Help set direction for the association: perform strategic thinking and planning, help set mission and vision, honor organizational values, promote positive public image, approve operational and annual plans
- Help ensure resources for the association: hire capable executive leadership, help ensure adequate financial resources, capably engage the board members
- Help provide oversight of the association: oversee financial management, minimize exposure to risk, measure progress on strategic plan.

Additional responsibilities include

- preparing and presiding over meetings
- working closely with the board on ensuring implementation of the strategic goals
- working with the board in acting as the spokesperson for ELTA internationally
- fully participating in the work of the board
- representing the association at various affiliate and/or professional events
- advocating for ELTA members in their professional contexts
- responding to changes in the field of English language teaching (ELT)

15/03/2016–30/06/2017

Certificate: CBS Expert by Planning and Local Governance Project, USAID

USAID and Partners, Tirana (Albania)

Facilitator for focus groups on data collection:

Local Democracy- Good Governance

Strategic Planning

Public services

Economic development with focus on women and youth

Certified as Expert on Community-based scorecards

Human rights on local level

- 2015 Training of Trainers: Community Based Scorecard Project(CBS)
USAID & Partners, Tirana (Albania)
- 2015 Certified as long-term observer for 2015 local government elections
Koalition for Free and Fair Elections and Sustainable Democracy (KZLN), Tirana
- 2014–2015 Facilitator of the local TED-Ed club/Coordinated the first Ted-Ed conference, Berat
(Albania)
- 2014 Invited as expert to lecture on Public Speaking skills at the Forum of
Business Women of the Balkans
Freja Academy, Sweden, Podgorica (Montenegro)
- 2013 Selected to coordinate the Citizen Advisory Panel
USAID, Tirana
citizenship awareness
participatory decision-making of citizens as direct exercise of democracy
citizen representation and participation in local decision-making
effective methods for municipal management
strategies for better planning and managing regional growth
strategies on how to improve public service delivery
- 2011 Tesol Conference: Language development in the new millenium, New Orleans (USA)
- 2011 Training for trainers Confeence: Differentiated learning / Brain-
based learning and Critical Thinking Development
Express Publishing Education, Corfu (Greece)
- 2010 Training for trainers Conference: Interactive learning / Teaching with
technology
Hellenic American University, Athens (Greece)
- 2009 IATEFL Conference
University of Cardiff, Cardiff (Wales)
Representative of ELTA(English Language Teachers Association)
Participated in activities on the Associates' Day
- 2008 Language Experts Conference: Blended Learning / Using
Technology in EFL teaching&learning
University of Oxford / Macmillan Education, Oxford (Great Britain)
- 2005 Language Experts' Conference: Whole school language profiles
and policies

- Council of Europe/English Center of Modern Languages (ECML), Gratz (Austria)
 Built school profiles
 Discussed educational policies
 discussed multilingualism and plurilingualism in the European context
 shared information, ideas and expertise
 visited local schools / gained new experience
- 2005 Regional Conference: PACE Project
 United World Colleges of Adriatic, Duino (Italy)
- 2004 Balkans Association Meeting: Building capacities for English Teachers' associations
 British Council, Skopje (Macedonia)
- 2002 Summer Institute: Peer Mediation and Conflict Resolution in Schools
 National Institute for Conflict and Dispute Management, Christiansand (Norway)
- 2002 Experts' Institute: Compiled the English language curriculum for non-experts
 US Embassy/Institute for educational development(IZHA), Tirana
- 2001 South East European Youth Leadership (SEELYI) Institute
 US State Department / Towson University, Baltimore (USA)
 participated in youth activities and voluntary work for Habitat for Humanity
 visited courts/law studios and learned about legal system in USA
 visited US congress and talked to congressmen about US democracy development
 coordinated students's preparation and participated in mock party and congress meetings
 coordinated, judged debates and coached students for debates
 visited Law School of Maryland and exchanged ideas and expertise with american colleagues
 coached students to build arguments pro and con for a debate on drug decriminalization
- 2000 Summer Institute: Incorporating Debate into the School Curriculum
 Open Society Institute, New York, Zagreb (Croatia)
- 2000 Language Experts' Conference: Implementing the the new English language curriculum
 US Embassy, Tirana
- 2000 Training for trainers:Women's rights and anti-trafficking and anti-prostitution education
 OSCE, Tirana
- 1999 Summer Institute: Reading and Writing for Critical Thinking
 Open Society Institute, Krakow (Poland)
- 1999 Promoting Children's Rights in Albania

ILO, Turin

- 1998 Conference of Leadership Development: Strategic Planning and the role of the leader in democracy
Open Society Institute, Borovec (Bulgaria)
- 1998 Conference of trainers: Strategies for teaching debate to school students in a democratic society
Open Society Institute, Budapest (Hungary)
- 1995 Long-distance Learning Project DANIDA
MoE/ZHA, Tirana
- 1993 Teacher Training Course: Modern trends in EFL teaching methodology
Bell College, Suffron Walden (UK)
- 1993 Certified as Teacher Advisor
Bell College, British Council, Cambridge (UK)
- 1988–1989 Full-year Post-graduate studies in Psychology and Pedagogy
Tirana University, Albania, Tirana
- 1971–1975 Bachelor's Degree: English and American Literature
Tirana University, Tirana
- 1967–1971 Full studies, English branch
Foreign Languages School, Tirana

PERSONAL SKILLS

Mother tongue(s) Albanian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Italian	B1	B1	B1	B1	B1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills good communication skills gained through my experience as a teacher, programs coordinator, debate coach, school headmaster, vice President of English language teachers' association (ELTA)

Organisational / managerial skills leadership skills being responsible for a team of more than 60 teaching staff
good team-building and team-leading skills as a voluntary coach for debate clubs and TED Ed club
collaboration skills in the Cleaning-up initiative coordinating seven local NGO-s and students in cooperation with Co-Plan

excellent organisational skills as vice president in organising 7 national English teaching conferences, a TED Ed conference and coordinating participation for home and international speakers and promoting events

Job-related skills good mentoring and leadership skills as a teacher trainer, member of the National Team of Trainers (NTT) and national trainer for Women Anti-trafficking and Anti-prostitution Education Project
 Excellent public speaking skills as a presenter in national and international English speaking conferences and events
 coaching and mentoring skills as a national debate trainer, part of the National Debate Team of trainers certified by IDEA
 listening skills for being in leading and decision- making positions for 20 years
 ability to work well under pressure individually or as part of a group
 ability to mix well in multicultural contexts, to adapt and orientate quickly, make decisions and find solutions to problems

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem-solving
Independent user	Independent user	Independent user	Independent user	Independent user

Digital skills - Self-assessment grid

Other skills passionate reader of fiction, psychology and philosophy books
 photography,
 love for colors, landscapes,
 an eye for detail
 travelling,
 fascinated by diversity of cultures and lifestyles
 music and singing

Driving licence B

ADDITIONAL INFORMATION

strongest spot: a strong sense of justice
 weakest spot: belief that everybody is good

Honours and awards best teacher of the year

Publications Albanian Baseline Study
 Teacher Training Manual