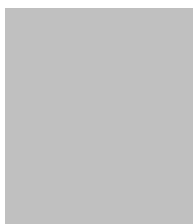


PERSONAL INFORMATION



Naila Ismayilova

 10-70 Yashar Aliyev Street, Baku. AZ 1048

 +994503479945

 Nailaismayilova7@gmail.com

 Skype: naila.ismayilova

Sex Female | Date of birth 01/07/1975

Nationality Azerbaijani

WORK EXPERIENCE

February 2018

Communication Manager of Eurasia Extractive Industries Knowledge Hub at the Khazar University.

- ✓ Full logistical support of trainings and events
- ✓ Eurasia Hub Alumni Outreach
- ✓ Maintaining website and social media
- ✓ Fundraising and New Partnerships

November 2013 - present

Country Coordinator and Facilitator of Time for Development Program (MitOst Cooperation Program in Azerbaijan)

- ✓ *Contribute to the development of non-formal education in Azerbaijan*
- ✓ *Support youth initiatives/small projects from different regional communities*
- ✓ Conduct training session based on program topics
- ✓ Evaluate participants performance
- ✓ Coach project teams
- ✓ Improve network among the program alumni
- ✓ *Provide financial and narrative reports for MitOst*

January 2015 – March 2016

Trainer at Civil Service Commission under the President of the Republic of Azerbaijan

- ✓ Conduct training sessions for civil servants in order to contribute their professional development
- ✓ Design and adopt training materials based on Commission requirements

September 2010 – December 2014

Country Manager of International SPARE project (hosted by Azerbaijan Youth Union) (funded by Norwegian Ministry of Foreign Affairs - NMFA)

- ✓ *Improve education for sustainable development concept around the country*
- ✓ *Increase public awareness regarding the environment problems through the involving school children*
- ✓ *Develop school curriculum based on sustainable development concept*
- ✓ *Provide capacity building trainings for teachers*
- ✓ *Implement small energy projects in Azerbaijan*
- ✓ *Organize public discussions for representatives of government and non-government organization*
- ✓ *Provide financial and narrative reports for NMFA*
- August 2006 – September, 2010** **Manager of Education Policy Program** Center of Innovation in Education (spin-off Open Society Institute)
- ✓ *Initiative researches on education topics*
- ✓ *Develop advocacy strategy for Education Policy Program*
- ✓ *Coordinate “Education and Media” network*
- ✓ *Coordinate work of expert group in Education Policy Forum*
- ✓ *Organize internet forum, media campaign, round tables, town hall discussion and conferences, radio and TV programs*
- ✓ *Prepare regular report for OSI board*
- April 2000 – September 2006** **Journalist, Editor of “Femina” supplement** "Ayna-Zerkalo" Newspaper
- ✓ *Develop monthly supplement – “Femina” and advocate development of gender issue*
- ✓ *Prepare article about gender issue, education, youth, and social issues of country*
- ✓ *Fact checking and writing political, social news*
- ✓ *Prepare “last minute news” columns*
- ✓ *Interview with leaders of governmental and non-governmental organizations*
- ✓ *Prepare and making research about women issues in Azerbaijan*
- January' 2002 – March 2005** **Consultant for Eurasia Net - Internet News service (USA)** (<http://www.eurasianet.org>)
- ✓ *To write analysis article about economic and political development the Trans Caucasus*
- September , 1997- March, 2000** **Head of Social and Humanitarian Department** "525-ji Gazet" Newspaper
- ✓ *Responsible for Humanitarian Department*
- ✓ *Coordinate the schedule of 4 journalists*
- ✓ *To conduct research and interviews on women, youth, education areas*
- March-August, 2000** **Project Coordinator** “Increase Awareness of people about environmental problems of region and enlightenment of the process environment for Europe” through the mass media” **funded by Regional Environmental Center for Caucasus**

- ✓ Distribution of the assignments between the participants of the project
- ✓ *Holding a meeting with the representatives of NGO.*
- ✓ *Holding “round-table” discussion with the participation of NGO, experts and specialists*
- ✓ Preparing press release, analytical materials and special pamphlets
- ✓ Organizing preparation of questionnaire for the evaluation of the project among NGO
- ✓ *Holding press conference with the purpose of interpreting the urgency of ecological problems, develop regional and international relations with the ecological Caucasian NGO and also the process of “Environment for Europe” completely and for the Caucasian countries, particularly*

May-September, 1998

Journalist «Monitoring of women rights review» and “Disability Awareness Programmer» project, funded by Oxfam GB

- ✓ Monitoring of the women rights situation with the publication of the information bulletins
- ✓ *Collecting the information on the status of women (Women in Politics; Women and Law; Women and Health; Women and War; Women and Media; Women and Family; Women and Charity; Women and Religion; Women and Education; Employment of Women and etc.) in Azerbaijan*
- ✓ *To analyze the media news*
- ✓ *To translate and edit the Azeri version of the women rights bulletin*

September , 1996 –
September, 1997

Special Correspondent Newspaper "7 Gun"

- ✓ *Collecting the information on the status of political, economical, women, disability in Azerbaijan*
- ✓ *Keeping relations with international, governmental, local NGO, political parties and etc.*
- ✓ Developing news pages
- ✓ *To translate news from Russian into Azerbaijani language*

EDUCATION AND TRAINING

2011-2012

Master of Public Policy

KDI School of Public Policy and Management (South Korea)

- Social Policy and Human Resource Development
- International Relationship

June-August, 2019

University of Oslo, Norway

- ✓ Pre-Academic Program on sustainable development and energy resource management

1993-1998

Bachelor degree of philology

Azerbaijan State Pedagogical University named after N.Tusi

2015

Training of Trainers, “Strengthening the role of CSOs in the sphere of effective influencing on the policy process and reforms”, funded by the EU

2014-2015	Training of Trainers , long term training course, funded by MitOst Association and Robert Bosch Stiftung
July 2012	Leadership Program by Central Eurasia Leadership Academy, (funded by SIBF and Koch University - Istanbul, Turkey)
March, 2010	Workshop, on policy brief development, , (funded by OSI Budapest - Duress, Albania)
July, 2008	“Linking research, policy and practice”, summer school for Education Policy Centers, (funded by OSI and NEPC - Ljubljana, Slovenia)
October, 2005	“Living together”, Regional Youth Forum, (Funded by British Council in Azerbaijan - Belfast, Ireland)
March, 2005	Reporting the UK elections 2005 (Shadow Malcom Bruce – candidate of Liberal Democrat Party - London, GB), (British Council Scholarship recipient)
February, 2005	“Women Leadership in civil society”, (Funded by MASHAV - Tel-Aviv, Israel)
February-November, 2000	Young Women's Leadership Programme in South Caucasus, Tbilisi, Georgia
September-October, 2000	The Regional Environmental Center, Junior Fellowship for Young Environmental Leaders, Szentendre, Hungary
2000	European Youth Centre, Training on Working with Minorities, Strasbourg, France
2000	UNDP/UNDESA, Office and Programmer Management Course, Baku, Azerbaijan
1998	Benevolence International, Computer Training Course, Baku, Azerbaijan
1998	ISAR-Azerbaijan, Fundamental NGO Management Training, Baku, Azerbaijan

PERSONAL SKILLS

Mother tongue(s)	Azerbaijani
Other language(s)	English (advance) Russian (advance) German (beginning)

Communication skills

- ✓ Experienced in communicating with international, government, business and non-profit institutions
- ✓ Good abilities to work with wide auditorium and communicate people with different ages
- ✓ Good ability to establish and maintain good working relations with people of different national and cultural backgrounds
- ✓ Good ability to adapt to multicultural environments, gained through working experience

Organisational / managerial skills

- ✓ Highly organized; dynamic; excellent planning skills with great attention to details and ability to prioritize work
- ✓ Good experience in project management and team coordination (currently responsible for a team of 8 people)

IT Skills

- ✓ MS Office Programs (Word, Excel, Power Point, Outlook) Adobe (Reader, Acrobat DC)
- ✓ Movie Maker Program

Research experiences

- ✓ Reading Skills of Azerbaijani Students: Possible Reasons for Underperforming in PISA 2006. (World Bank/CIE; January – August, 2009)
- ✓ Education in Hidden Market Place – Private Tutoring in post-soviet countries, (OSI/NEPC-2009)
- ✓ PIPES – Parents in formal payments in Education System –follow up, (OSI FY, 2007)
- ✓ Family Planning and Reproductive health in Azerbaijan, USAID 2001

Driving licence B

ADDITIONAL INFORMATION**Publications**

- ✓ “History and Development of Civic Education in Azerbaijan”, Ukraine, 2016 – co-author

- Awards**
- ✓ Youth Leadership Alumni Grant, US Department of State, 2013
 - ✓ Youth Leadership Program, educational-cultural exchange program, US Department of State, 2013
 - ✓ KOICA Fellowship Program 2011-12
 - ✓ University of Oslo, summer school grant program, 2010
 - ✓ Educational Leadership Development – Southern Connecticut University - Professional Development Program, World Bank and Ministry of Education of AR, 2010
 - ✓ MASHAV Women Leadership Program award, 2005
 - ✓ British Council Scholarship - Reporting the UK elections 2005
 - ✓ Junior Fellowship Program, Regional Environmental Center 2000
- Memberships**
- ✓ MitOst Association and THK Facilitators` pool
 - ✓ Bpb - EENCE Network
 - ✓ CELA Network
- Certifications**
- ✓ Monitoring and Evaluation in NGO sector, online course, (Human Rights Education Association - USA), 2010
- References**
- ✓ Mr. Sebastian Wehrsig, Program Director, MitOst e-mail: Wehrsig@mitost.org
 - ✓ Mrs. Yngvild Lorentzen, Leader of the International Programs, Norges Naturvernforbund e-mail: yl@naturvernforbundet.no
 - ✓ Professor Abraham J. Shragge, Thesis supervisor. E-mail: ashragge@kdischool.ac.kr