



Migena Nako

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Address: St. Karl Topia Durres, 2001, Durres, Albania, Albania (Home)

● WORK EXPERIENCE

2024/12/01 – CURRENT Tirana, Kavaje, Fier, Vlore, Cerrik and Pogradec, Albania

TECHNICAL SUPPORT PERSON FOR SUB-GRANTING SCHEMA NISMA PËR NDRYSHIM SHOQËROR ARSIS

Oversee the sub-granting schema to support grassroots Civil Society Organizations (CSOs) in implementing initiatives focused on Preventing and Countering Violent Extremism (P/CVE) and Reintegration and Rehabilitation (R&R).
Oversee the sub-granting process, from planning to finalizing agreements.
Support applicants and assist in proposal evaluations.
Monitor sub-grantees' progress and ensure compliance with objectives.
Manage fund disbursement and review financial reports.
Conduct training sessions to build sub-grantees' capacity.
Keep records and document lessons learned for impact reporting.

2025/03/27 – CURRENT Tirane, Albania

ENVIRONMENTAL FIELD COORDINATOR MILIEUKONTAKT SHQIPËRI

Conducted field monitoring of air quality using specialized measurement devices.
Collected and recorded data on key environmental indicators including Nitrogen Dioxide (NO₂), Carbon Dioxide (CO₂), Particulate Matter PM2.5 and PM10, among others.
Identified and reported pollution hotspots and critical monitoring points across urban and peri-urban areas of Durrës.
Compiled technical reports on air quality, ensuring data consistency, accuracy, and timely submission to relevant stakeholders.
Performed comparative analysis between current findings and historical environmental data sets, particularly referencing 2018 and the following years.
Contributed to evidence-based recommendations for improving local environmental policies and air quality standards.

Business or Sector Activities of extraterritorial organisations and bodies

2025/02/01 – CURRENT Tirane, Albania

ENVIRONMENTAL YOUTH WORKER ENVIRONMENTAL AND TERRITORIAL MANAGEMENT INSTITUTE

Designed and implemented interactive environmental education activities targeting children and young people in Roskovec.
Coordinated youth-led environmental action plans focused on waste sorting, water conservation, and tree planting.
Developed creative awareness tools such as posters, drawings, and graffiti-style visuals painted by youth to promote eco-messages in public spaces.
Facilitated workshops and school-based sessions on climate action, environmental stewardship, and community responsibility.
Supported the engagement of schools and local institutions in sustainability-themed initiatives.
Promoted youth ownership of local environmental challenges by guiding them through idea development and project execution.

2025/01/01 – CURRENT Tirane, Durres and Korca, Albania

YOUTH TRAINER TRAINING EDUCATION AND DEMOCRACY CENTER/QENDRA TRAJNIM EDUKIM DHE DEMOKRACI

Designed and delivered interactive training sessions focused on youth leadership, advocacy techniques, and lobbying strategies.
Facilitated workshops that equipped young participants with the tools to identify local issues and advocate for change within their communities.
Promoted civic engagement by guiding youth in understanding policy-making processes and how to effectively influence decision-makers.

Supported the creation and development of youth-led initiatives aimed at addressing social, educational, and environmental challenges.
Integrated non-formal education methods to strengthen communication, critical thinking, and teamwork among participants.
Ensured inclusive participation by actively engaging young women, first-time voters, and youth from underrepresented groups.

2022/09/01 – CURRENT Albania

MANAGER

Carrying out activities and consulting for civil society organizations in the areas of finance, the environment, training, and project proposal writing.
Advice, promotion, and encouragement of nature-based thematic activities appropriate for young people, women, and local governments.
Training in a variety of environmental, youth, and local governance areas, among others.
Training for young people, women, and others.
Project administration and financial management.
Project management and coordination.
Carrying out any other necessary activities, such as commercial and financial activities, that are directly or indirectly related to, as well as in function of, the aforementioned activities.
Skills: Research · Finance · Project Teams · Tax · Financial Statements · Contractual · Budgeting

2019/06/30 – CURRENT Durres, Albania

CHIEF FINANCIAL OFFICER QENDRA DURRESI AKTIV

Monitor budgets on a monthly basis, and monitor all expenditure, PRFs, cheques printed, payments made, oversee receipt of goods, etc.
Ensure that all financial transactions for the project meet all accounting and audit guidelines and procedures.
Assist the CEO in reviewing staff monthly time sheets and track employee annual leave, sick leave, and fringe benefits, and to input all payroll changes, appropriate taxes and social security deduction and process monthly payroll within agreed timescales
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Skills: Financial Reporting · Research · Finance · Project Teams · Nonprofit Organizations · Operations Management · Asset Management · Generally Accepted Accounting Principles (GAAP) · Tax · Financial Statements · Recruiting · Contractual · Budgeting

2017/01/01 – CURRENT

FINANCE ADMINISTRATIVE OFFICER CIVIL SOCIETY DEVELOPMENT CENTER (CSDC) DURRES

Monitor budgets on a monthly basis, monitor all expenditures, print cheques, make payments, oversee receipt of goods, process journal entries.
Maintain financial records and accounts, including financial archives.
Comply and assist with implementing of financial policies and procedures.
Assist in preparing the monthly management accounts within agreed-upon deadlines.
Ensure that all financial transactions for a project meet all accounting and audit guidelines and procedures.
Meet with donors about the financial aspects of their projects, as requested. Often, these meetings use English as the lingua franca, especially with international donors.
Assist the CEO in reviewing staff monthly timesheets and track employee annual leave, sick leave, and fringe benefits; input all payroll changes, appropriate taxes, and social security deductions; process monthly payroll within agreed deadlines.

Skills: Financial Reporting · Research · Finance · Project Teams · Tax · Financial Statements · Recruiting · Contractual · Budgeting

2021/05/01 – 2024/11/30 Tirane, Albania

FINANCE ADMINISTRATIVE OFFICER SHOQATA INTERNACIONALE PER SOLIDARITETIN (SHIS)

Monitor budgets on a monthly basis, monitor all expenditures, print cheques, make payments, oversee receipt of goods, process journal entries.
Maintain financial records and accounts, including financial archives.

Comply and assist with implementing of financial policies and procedures.
Assist in preparing the monthly management accounts within agreed-upon deadlines.
Ensure that all financial transactions for a project meet all accounting and audit guidelines and procedures.
Meet with donors about the financial aspects of their projects, as requested. Often, these meetings use English as the lingua franca, especially with international donors.
Assist the CEO in reviewing staff monthly timesheets and track employee annual leave, sick leave, and fringe benefits; input all payroll changes, appropriate taxes, and social security deductions; process monthly payroll within agreed deadlines.

Skills: Financial Reporting · Research · Finance · Project Teams · Tax · Financial Operations · Financial Statements · Department Administration · Recruiting · Contractual · Budgeting

2022/08/01 – 2023/03/31 Durres, Albania

ENVIRONMENTAL COORDINATOR TOGETHER FOR LIFE ASSOCIATION

Field monitoring of air quality with specific devices.
Reporting of reporting points on the elements of NO₂, CO₂, PM 2.5 and PM 10 etc.
Technical reporting and comparability with data from 2018 and subsequent years
Field monitoring of air quality with specific devices. Reporting of reporting points on the elements of NO₂, CO₂, PM 2.5 and PM 10 etc. Technical reporting and comparability with data from 2018 and subsequent years

Skills: Research

2022/10/01 – 2022/10/31 Durres, Albania

YOUTH TRAINER TED CENTER-TRAINING EDUCATION AND DEMOCRACY ORGANIZATION

Designed and delivered interactive training sessions focused on youth leadership, advocacy techniques, and lobbying strategies.
Facilitated workshops that equipped young participants with the tools to identify local issues and advocate for change within their communities.
Promoted civic engagement by guiding youth in understanding policy-making processes and how to effectively influence decision-makers.
Supported the creation and development of youth-led initiatives aimed at addressing social, educational, and environmental challenges.
Integrated non-formal education methods to strengthen communication, critical thinking, and teamwork among participants.
Ensured inclusive participation by actively engaging young women, first-time voters, and youth from underrepresented groups.

2019/11/30 – 2021/04/30

MONITORING AND EVALUATION OFFICER SHOQATA INTERNACIONALE PER SOLIDARITETIN

Developed and implemented M&E frameworks for project tracking and performance analysis.
Designed logical frameworks, indicators, and tools to monitor progress against planned objectives.
Conducted baseline, mid-term, and final evaluations for various social protection and reintegration projects.
Collected, processed, and analyzed quantitative and qualitative data to measure impact and inform decision-making.
Coordinated the preparation of regular monitoring reports and contributed to donor reporting.
Conducted field visits and assessments to evaluate project effectiveness and beneficiaries' satisfaction.
Provided capacity-building sessions for project staff and implementing partners on M&E tools and data management.
Ensured alignment of project activities with donor requirements and organizational M&E standards.

2019/01/01 – 2019/09/30 Durres, Albania

PROJECT COORDINATOR EPER CENTER (ENVIRONMENTAL CENTER FOR PROTECTION, EDUCATION AND REHABILITATION)

Coordinated the implementation of the project "Alternative Monitoring of Air Quality, Noise Pollution and Urban Greenery in Durres Municipality."
Oversaw day-to-day operations, ensuring timely and effective execution of project activities.
Conducted technical and logistical coordination with local authorities, environmental stakeholders, and community members.
Managed data collection efforts on environmental indicators, including air quality and urban greenery coverage.
Facilitated awareness-raising events, public presentations, and dissemination of findings.
Prepared project documentation, technical progress reports, and narrative updates in line with EU project management standards.
Ensured compliance with donor guidelines and promoted environmental advocacy within the local community.

“Alternative Monitoring of Air Quality, Noise Pollution and Urban Greenery in Durres Municipality”- project implemented by EPER Center.

● EDUCATION AND TRAINING

2008/10/01 – 2010/07/31 Tirana, Albania

MASTER’S DEGREE, INDUSTRIAL AND ENVIRONMENTAL CHEMISTRY Faculty of Natural Sciences

Level in EQF EQF level 7

2005/09/15 – 2008/06/30 Tirane, Albania

BACHELOR’S DEGREE, CHEMISTRY Faculty of Natural Sciences

Level in EQF EQF level 8

Budapest, Hungary

YOUTH WORKER MOBILITY Tempus Közalapítvány

Link <https://www.linkedin.com/in/migena-nako-86055747/overlay/1720943543675/single-media-viewer/?profileId=ACoAAAnetQgBMs-awe6EGMkyl3kEiYxKb09Kxcs>

Bucharest, Romania

YOUTH LEADER Fundatia Romanian Angel Appeal

Link <https://www.linkedin.com/in/migena-nako-86055747/details/certifications/1719294368365/single-media-viewer/?profileId=ACoAAAnetQgBMs-awe6EGMkyl3kEiYxKb09Kxcs>

Osteende, Belgium

YOUTH WORKER LEARNING ACTIVITY JINT vzw

Credential ID TOSCA Volunteering-Training and Support for Organizations in the Solidarity Corps

Link <https://www.youthpass.eu/en/verify/EQJS-1U9J-TXLL-568K>

Bonn, Germany

YOUTH WORKER MOBILITY JUGEND für Europa

Link <https://www.youthpass.eu/en/verify/D9NH-QCK9-THQP-UDLD>

Online, North Macedonia

BUDGET ACCOUNTABILITY AND TRANSPARENCY Center for Research and Policy Making - CRPM

Link <https://www.linkedin.com/in/migena-nako-86055747/details/certifications/1635541459049/single-media-viewer/?profileId=ACoAAAnetQgBMs-awe6EGMkyl3kEiYxKb09Kxcs>

● LANGUAGE SKILLS

Mother tongue(s): **ALBANIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C1	C1	C1	C1
ITALIAN	C1	C1	B2	B2	B2
FRENCH	B1	B1	B1	B1	B1
GERMAN	A1	A1	A1	A1	A1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **PUBLICATIONS**

2022

[An Estimation of Oxygen Release from Green Surfaces in Durrës City \(WSEAS Transactions on Environment and Development\)](#)

Authors: OSMAN METALLA 1 , MARSIDA KLEMO 2 , AZEM HYSA 2 , ELVIS CELA 3 , ABDULLA DIKU 3 , MIGENA NAKO 3

2022

[Identification of monitoring stations for noise levels in Durrës city, Albania](#)

Osman Metalla, Marsida Klemo,Azem Hysa, Elvis Çela, Abdullah Diku, and Migena Nako

Volume, Issue and Pages: Pages: 135–140 | **Publisher:** AK Journals, Pollack Periodica

2021

[An Evaluation of Urban Environmental Noise Pollution in Durres Municipality](#)

2018

[Hulumtimi pjesëmarrës dhe vizual si një strategji për përmirësimin e shërbimeve publike dhe infrastrukturës në komunitetet e reja urban \[Photovoice as a strategy for improving public services and infrastructure in new urban communities\]](#)

● **DRIVING LICENCE**

Driving Licence: B

● **PROJECTS**

2025/01/01 – CURRENT

Election Monitoring

Associated with Civil Society Development Center (CSDC) Durres
Skills: Procurement and Finance

2024/12/01 – CURRENT

Digital Inclusion Initiative (DII)

Associated with Civil Society Development Center (CSDC) Durres
Skills: Project Management, Procurement and Finance

2024/05/01 – CURRENT

Evidence and advocacy for a transparent budget in the municipality of Durrës

Associated with Civil Society Development Center (CSDC) Durres
Skills: Procurement and Finance

2024/05/01 – 2024/12/31

Youth of Durrës Against Corruption in Education

Associated with Civil Society Development Center (CSDC) Durres
Skills: Procurement and Finance

2024/01/01 – 2024/08/30

Increase Youth Participation in Sports-Recreational Activities and Promote Social Cohesion

Associated with Shoqata Internacionale per Solidaritetin (SHIS)
Skills: Project Management · Project Planning · Youth Work · Training

2016/02/01 – 2023/12/31

Cultivating Democratic Leaders for Community Mobilization

Associated with Civil Society Development Center (CSDC) Durres

Skills: Project Management, Procurement and Finance

2022/11/01 – 2023/10/30

Empowering young people as educators to promote democracy and reduce corruption at the community level

As a Trainer in the project "Empowering Young People as Educators to Promote Democracy and Reduce Corruption at the Community Level," my role is pivotal in equipping young individuals with the skills and knowledge necessary to become effective advocates for democracy and champions in the fight against corruption within their communities. I am responsible for crafting specialized training curricula that cater to the unique needs and challenges of our target demographic. These curricula must be culturally sensitive and age-appropriate, ensuring that they resonate with our young participants.

2022/09/01 – 2023/08/31

BraveYou (Supporting youth for building resilience against Violent Extremism)

Associated with Shoqata Internacionale per Solidaritetin

As a Trainer on the BraveYou Project, my role is instrumental in empowering youth to resist the allure of violent extremism and build resilience against its influences. I craft tailored training curricula and deliver engaging and culturally sensitive sessions, fostering a safe and inclusive environment where young individuals can freely express themselves. Beyond the classroom, my mentorship and guidance play a pivotal role in helping participants set personal goals and navigate the challenges they may face on their path to resilience. My meticulous monitoring and evaluation efforts ensure that the project remains effective and adaptive, while my proactive engagement with the community extends the project's reach and impact.

Skills: Project Planning · Youth Leadership Training · Youth Mentoring · Youth Development

2023/01/01 – 2023/08/31

The youth of Kavaja for active participation in democratic processes

Associated with Shoqata Internacionale per Solidaritetin

As a facilitator of the project "Empowering the Youth of Kavaja for Active Participation in Democratic Processes," my primary responsibility is to inspire and equip the young people of Kavaja with the skills, knowledge, and motivation required to engage actively in democratic processes within their community. I work diligently to develop specialized training materials and curricula that are tailored to the unique needs and aspirations of the youth in Kavaja. These materials emphasize the importance of democratic values, civic engagement, and the role of youth in shaping the future of their community. Through interactive and engaging training sessions, I create a safe and inclusive environment where young participants can openly discuss and explore various aspects of democracy. I encourage critical thinking, effective communication, and leadership skills development to empower these young individuals to become informed and active citizens.

Skills: Project Management · Project Planning · Youth Leadership Training · Youth Programs · Youth Mentoring · Youth Development

2017/05/01 – 2018/04/30

Enhancing the accountability and responsiveness of local representatives in Shijak

Associated with Civil Society Development Center (CSDC) Durres

Skills: Project Management, Procurement and Finance

2017/05/01 – 2018/03/31

Improvement of infrastructure and public services in ish- Keneta area through photo voice methodology

Associated with Leviz Albania

● **SKILLS**

Facebook | Microsoft Word | Microsoft Excel | Microsoft Office | observe confidentiality | Outlook | Microsoft Powerpoint | Google Drive | monitor fields | data protection | Social Media | quality standards | international development | evaluation theory | Google Docs | Good listener and communicator | Organizational and planning skills