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The Ministry of Education of the Republic of Azerbaijan announces a competition for school principals and pedagogical staff who wish to work in this position to participate in trainings. This competition is to be realized within the cooperation with Qafqaz University.

**Objective of the trainings** is forming school principals possessing modern management knowledge and skills, with information technologies capacity, necessary pedagogical and psychological knowledge, strategic thinking, and ability to contribute to social development of our country.

At initial stage the trainings will cover general education institutions only in Baku.

**Duration of trainings:**

The trainings will be within January 21 – April 21, 2014.

The courses will be organized for 3 hours per day (15 hours per week) on Friday.

The trainings are planned to be conducted in different times (morning and afternoon).

**The subjects to be covered by the trainings:**

- Quality management in education
- Right to education. Profession ethics
- Computer and training technologies
- Statistics and analysis in education
- Leadership and organization in education
- Psychology and individual development
- Curriculum: Theory and application
- Financial management in education
- Organization of school community and public relations

Additionally, visits to schools with different successful practices, short practice, discussions with personnel of the Ministry of Education and various education experts are to be arranged for the participants.

**Minimal requirements for participation in the competition:**

- Higher pedagogical education
- 5 (five) years pedagogical work experience

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### **Other qualifications required:**

- Leadership skills
- High motivation
- Ability to make efficient decision
- Result-oriented
- ICT skills

### **Application Rules:**

The relevant candidates shall fill out [the application form \(ATTACHMENT 1\)](#) and send to [telim@edu.gov.az](mailto:telim@edu.gov.az).

**Deadline for application:** December 15, 2013

### **Selection rules:**

Training participants will be selected based on the 3-stages selection. At the first stage the candidates will be selected based on the application form they've sent to e-mail ([telim@edu.gov.az](mailto:telim@edu.gov.az) or [telim@qu.edu.az](mailto:telim@qu.edu.az)). At the next stage the writing in Azerbaijani language and logical thinking skills of the candidates will be evaluated. The successful candidates will be invited to the next stage – interview. Selection of 50 persons is planned as a result of the three stages.

### **Final evaluation:**

The participants of the trainings will attend the exams to be organized by the Ministry of Education. "Success certificate" will be presented to the candidates with satisfactory results. In order to increase the efficiency in the activities of persons achieving "Success certificates" and working as a school principal, certain motivations will be used; pedagogical staffs who wish to work in this position will be registered as reserve for appointment to vacancies.