



U.S. EMBASSY
Tirana, Albania



Diaspora për Gratë
Sipërmarrëse



Terms of Reference (ToR)

Project Title: Diaspora Supporting Albanian Women Entrepreneurs

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Application Deadline: 15 December, 2023

Background: This project seeks to connect women entrepreneurs in Albania with Albanian diaspora professionals to foster growth through mentorship and coaching. It is designed to address systemic challenges faced by women-owned start-ups in the field (and subfields) of Information and Communication Technology (ICT) in accessing resources, support, and networking opportunities for market penetration and business development.

Objective: The objective of these ToRs is to define the criteria and application process for women entrepreneurs in Albania wishing to benefit as mentees in the project.

Scope of Work:

Selected mentees will:

- Engage in tailored 2-to-1 and 1-to-1 mentorship and coaching sessions.
- Prepare for and participate in a Pitching Conference/Event with the opportunity to present to potential investors.
- Commit to active participation and implementation of advice and skills learned through the mentorship.

Eligibility Criteria:

- Applicant must be a woman entrepreneur with a start-up registered/registering phase and operating in Albania.
- The start-up should be at least in the early stages of operation and show potential for growth.
- Applicants must demonstrate a willingness to grow their business and engage in the mentoring process.



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Application Requirements:

- Detailed business plan or description of the start-up, including business goals, current achievements, and growth potential.
- Resume/CV of the entrepreneur (founder or co-founder), including past experience and qualifications (in the case of teams, CVs of all team members are encouraged).
- A personal statement detailing why they wish to join the program and how they envision the diaspora mentorship will benefit their start-up.

Selection Process:

- Submission of a complete application by the deadline.
- Review and shortlisting by a selection committee comprising Germin representatives, members of the partner organizations, and representatives of the ICT community in Albania.
- Interviews may be conducted for final selection.

Mentee Commitments:

- Attend all scheduled mentorship (2 sessions) and coaching sessions (4 sessions).
- Active engagement and follow-through on action plans developed with mentors.
- Participation in the evaluation process of the program, including providing feedback.

Support Provided:

- Mentorship and coaching by the diaspora experts;
- Access to a network of diaspora professionals and experts.
- Opportunity for pitch presentation to a curated group of investors and business experts.
- Exposure to potential investors and international markets.

Application Submission:

Applications should be submitted electronically to apply@germin.org with the subject line: **Diaspora Mentorship for Women Entrepreneurs in Albania by December 15**. All documents should be in English and/or Albanian, and any supporting material must be accessible.

Contact Information:

For queries and further information, please contact tana.a@germin.org / sara.c@germin.org.

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