



Call for Applications

Training of Trainers (ToT) for the first cohort of Digitalize Your Business (DYB) trainer candidates in Kosovo

This activity is implemented by STIKK through the ILO HoReCa Kosovo Project, in collaboration with AICS Tirana and the Embassy of Italy in Pristina.

Application deadline	5 April 2026
Planned ToT dates	20–24 April 2026
Application method	Application is completed only through the official Google Form
Required uploads	CV and motivation letter
Questions	info@stikk.org

About the programme

Digitalize Your Business (DYB) is part of the International Labour Organization’s Start and Improve Your Business (SIYB) series of products. The DYB package is designed to help businesses strengthen their digital presence, sell products or services online, and adapt their operations to digital needs. In Kosovo, this implementation phase is expected to focus particularly on businesses in the HoReCa sector.

Purpose of this call

STIKK is opening this call for applications to identify trainer candidates for the first local DYB cohort in Kosovo. Selected candidates will participate in the upcoming Training of Trainers (ToT) and, subject to satisfactory performance and the wider trainer-development process, may continue toward certification within the DYB trainer pathway.

Note: Participation in the ToT is an important step in the trainer-development process, but attendance at the ToT alone does not constitute certification as a DYB trainer. Certification is issued only after successful completion of the wider ToT cycle and assessment requirements.

Who should apply

This call is intended for professionals with relevant practical experience and a clear interest in supporting businesses through training, facilitation, advisory work, or related services.

- Trainers and facilitators with experience working with adults, entrepreneurs, or SMEs
- Business consultants, SME advisors, or entrepreneurship-support professionals
- Professionals in digital marketing, sales, management, customer service, or digitalisation with strong facilitation potential
- Lecturers, VET trainers, coaches, or mentors with practical exposure to business-development topics
- Professionals with relevant knowledge of the HoReCa sector or similar service-oriented sectors



Minimum selection logic

As reflected in the SIYB trainer path, candidates should demonstrate a combination of at least two of the following three elements:

- Business development services (BDS) or business-advisory experience
- Experience with adult education, training, or facilitation
- Own business or entrepreneurial experience

What selected candidates can expect

The trainer-development path is phased. Candidates selected through this call will enter the first stage of that process.

- Participation in the initial DYB Training of Trainers (ToT) workshop
- Practical implementation under supervision of at least one relevant training cycle after the ToT
- Possible additional competency reinforcement, where required
- Certification only upon successful completion of the full trainer pathway and assessment requirements

How to apply

Applications must be submitted only through the official Google Form. Before starting the form, applicants should prepare the following documents for upload:

- Updated CV
- Motivation letter

Applicants may also prepare any relevant supporting links or materials, if requested in the form. Applications sent by email will not be considered.

Application reminder: Please make sure that your CV and motivation letter are ready before opening the application form, as both documents will need to be uploaded as part of the submission process.

Selection process

- Review of submitted applications
- Shortlisting based on profile and relevance to the trainer pathway
- Possible brief online interviews with shortlisted candidates
- Final selection of participants for the ToT

Diversity and inclusion

STIKK strongly encourages applications from women professionals, candidates from different regions of Kosovo, and professionals from different communities.

Further information

Applicants can find more information on the DYB programme and the trainer path in the accompanying “Learn More” document provided together with this public call.



Ambasciata d'Italia
Pristina



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Only shortlisted candidates will be contacted for the next stage of the process. STIKK reserves the right to request clarifications or additional information during the evaluation process.

[Google Form Application](#)

[Learn More](#)