

ELNARA ALIYEVA

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[LinkedIn](#) | [Instagram](#)

WORK EXPERIENCE

February 2022 – Present

Member Organizations Relations Manager (Head Coordinator)

National Assembly of Youth Organizations of the Republic of Azerbaijan (NAYORA)

- **Career progression:** Volunteer → Coordinator → Senior Coordinator → Head Coordinator / Manager
- Worked directly with Board members, senior management, and Heads, coordinated daily schedules, meetings, and communications for senior leadership, ensuring 100% on-time execution of 50+ weekly tasks and events.
- Managed liaison with 156 member youth organizations and internal teams to implement leadership directives efficiently.
- Planned, executed, and monitored projects assigned by management, providing monthly progress reports on 10+ ongoing initiatives.
- Led regional outreach across 20+ regions, integrating member organizations into programs and improving engagement metrics by up to 70%.
- Supported leadership in events, visits, and stakeholder meetings, hosting 30+ official engagements per year and ensuring professional representation.
- Provided administrative and operational support, including document management, approvals, and cross-functional coordination for 200+ tasks annually.

Community coordinator

October 2025– Present

ASPIRE Digital Education Platform – Landau School

- Worked directly with the Head of the platform, coordinating daily activities, meetings, and priority tasks to ensure smooth executive operations.
- Worked directly with teachers and school representatives across 15+ regions, facilitating onboarding, training, and integration into organizational initiatives.
- Prepared and submitted progress and reflection reports on projects, supporting leadership decision-making and continuous improvement.
- Organized and hosted 20+ meetings, events, and stakeholder visits annually, ensuring professional representation and effective engagement.
- Provided administrative and operational support, including document management, approvals, and cross-functional coordination for ongoing initiatives.

Education Manager

December 2022 – January 2024

Human Development Center

- Mentored **500+ young people** on career development and personal growth
- Supported hundreds of youth in applying for study abroad programs and international projects
- Collaborated with various international universities while working with global donors, resulting in **6 full scholarships and admissions from 20+ universities**
- Conducted **500+ one-on-one consultations** with young people
- Researched **over 50 academic programs** and application processes
- Organized **more than 20 seminars and trainings** on international education
- Achieved **3 scholarships from 5 different countries** and admissions from 10 universities

Project Manager, Social Services Center

June 2022 – December 2022

- Managed **10+ social projects**
- Led a team of **15 members**
- Leveraged social work experience to engage with socially vulnerable groups, designing projects tailored to their needs and interests
- Led an additional team of **10 members in specific initiatives**
- Created diverse social media content promoting inclusivity

EDUCATION

Bachelor's Degree in Social Work

September 2022 – 2026 (Expected Graduation)

- Baku State University
 - GPA 96/100
 - Medium of instruction: English
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AWARD

"Excellence" Scholarship Program 3

September 2024 – June 2025

- **Organizer:** Pasha Holding LLC, Pasha Insurance
 - **Certificate:** ["Excellence" Certificate](#)
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INTERNATIONAL PROJECT EXPERIENCE

Digital Strategy and Youth Work

July 24, 2025

- **Location:** Lithuania (Online)
- **Organizer:** Digital Youth Work Resource Hub, Erasmus+ Program
- **Certificates in 6 different areas :** [Digital Strategy and Youth Work](#)

IN & OUT 3 Training Course

June 15–21, 2025

- **Location:** Dolný Vadičov, Slovakia
- **Organizer:** Keric Cadca, Erasmus+ Program
- **Certificate:** [IN & OUT 3 Training Course](#)

Youth Work and Leadership Course

May 8, 2025

- **Location:** Online
- **Organizer:** Alison Courses

Certificate & Transcript: : [Youth Work and Leadership](#)

Participation in the project "On Personal Development"

18 December 2024

- **Location:** Online
- **Organizer:** INSPIRE, Erasmus+ Programme
- **Certificate:** [Embrace your inner critic](#)

Participation in the "Social Entrepreneurship" Project

2–10 July 2024

- **Location:** Sweden, Stockholm
- **Organizer:** National Assembly of Youth Organizations of the Republic of Azerbaijan (NAYORA) and Haninge Municipality, Erasmus+ Programme
- **Certificate:** ["Social Entrepreneurship"](#)

Partnership Meeting of the "Social Entrepreneurship" Project

19–22 May 2024

- **Location:** Sweden, Stockholm
- **Organizer:** National Assembly of Youth Organizations of the Republic of Azerbaijan (NAYORA) and Haninge Municipality, Erasmus+ Programme

- **Location:** Brussels, Belgium
 - **Organizer:** European Commission, European Parliament, and European Youth Forum
 - **Certificate:** [Level Up](#)
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TRAINING

Social Work with Victims of Human Trafficking

December 2023

In collaboration with Social Work School and Family Counseling Organization

Advanced Course for Project Coordinators within the Managers’ Development Program

11–15 July 2023

National Assembly of Youth Organizations of the Republic of Azerbaijan (NAYORA)

Social Work with Children Course

17–27 February 2023

Social Worker Sevinj Aliyeva

Higher Education in Children’s Rights Course

2016

In collaboration with the Ombudsman and UNICEF

ADDITIONAL INFORMATION

Languages:

- Native: Azerbaijani
- Foreign: English – Listening: B2 | Reading: B2 | Writing: B2 | Speaking: B2–C1

Computer Skills:

- Microsoft Word, Excel, PowerPoint, CANVA, Figma