

## Notice of application for the Course for Financial Officer of International Cooperation

The *Scuola di Cooperazione Internazionale* (School of International Cooperation), in collaboration with COOPI - Cooperazione Internazionale is launching a professional training course for "Financial officer of international cooperation".

This key figure is highly sought after by humanitarian and nongovernmental organizations for the financial management of projects in emergency and development contexts.

The technical-practical and highly professionalizing approach given to this course also represents its greatest strength: the faculty entirely consists of cooperators and specialists with sound experience in the humanitarian field, in different contexts around the world.

### Course objective

The course aims to train project administrators ("financial officers") qualified in the administrative management of development cooperation and humanitarian aid projects.

### Educational offer

- Recalls of general accounting
- The panorama of international cooperation and its actors in development and emergency projects.
- Tools, procedures and methods of administrative management of projects: contract, budget, financial management and administrative monitoring of the project, procedures of the main international donors.
- Basic elements of logistics.

The course will be delivered synchronously online, in Italian, with some materials in English and French.

### COURSE DURATION

The total duration of the training course will be approximately:

- 140 hours in synchronous online mode, plus the hours of individual and group study and practice.
- Assessment test at the end of each module
- Final exam: 30-minute individual online interview

In order to qualify for the final exam, synchronous course attendance is mandatory (minimum 80%).

### Course location and times

The training course will take place online, from October, 15th to December, 18 2025, with an estimated commitment of about 6 hours per day (4 synchronous and 2 asynchronous) from Monday to Friday.

COOPI reserves the right to postpone the start of the course by a few days.

### Field experience

At the end of the course, participants who have passed the final examination with a high grade, who are considered suitable for the position and are themselves interested on may receive a proposal to work for about 6 months in one of the countries of intervention by COOPI.

The CVs of participants who successfully complete the course could also be shared with other NGOs in the network with the School of International Cooperation.

### Costs of participation

The registration cost for the course is 976 euros.

The course is co-financed for the remainder by COOPI Cooperazione Internazionale.

There is no reimbursement of expenses during the training

## WHO CAN APPLY

### Admission prerequisites

Applicants should:

- be at least 23 years old;
- be fluent written and oral knowledge of French and/or English;
- be free from other coursework or training that would conflict with the course schedule;
- demonstrate strong motivation for working in development or emergency situations, and be inclined to work in developing countries with long stays abroad;
- be inclined to work in multicultural teams;
- have good ability to cope with potential stress generated by the activities and the work environment;
- be flexible, adaptable, dynamic;
- have organizational, planning and problem-solving skills and excellent interpersonal and communication skills.

### The following are preferential entry qualifications

- knowledge of accounting (double-entry bookkeeping) also developed in contexts different from the cooperation field;
- knowledge of major computer packages and/or double-entry accounting software;

- previous experience in project reporting from public funders;
- experience (including volunteer and/or international civil service) of a total duration of at least one semester in developing countries in the field of humanitarian aid.

## Selection process

The School of International Cooperation intends to constitute a group of up to 12 course participants. The selection process will be conducted online through the following steps:

- Resume review;
- Online individual interview;
- Skills questionnaire;
- Definition of admission ranking;
- Communication of the outcome and confirmation of enrollment.

*Participation in the selection process does not result in automatic admission to the training course.*

## How to send your application

To apply, send:

- curriculum vitae (max 1 page);
- motivation letter, explaining your interest for this course and your reasons for working in the international cooperation world as a "financial officer" (in English or French).

## Deadline: September, 15th 2025

**The link for sending applications is as follows:** <https://curriculum.educoopint.org/>

**For more information, write to:** [corsi@educoopint.org](mailto:corsi@educoopint.org)