Nadire Lapi
DOB 03.11.1985
Blv. Gjergj Fishta, E88, 1023.
Tirana - Albania
+355 69 750 66 10
nadirelapi@msn.com

Curriculum Vitae

Education

- **PhD in International and European Law** (University of Padua 2020)
  PhD dissertation on "**Hate Speech and Criminal Law. Multilevel Critical Investigation**". Supervisor Professor Silvio Riondato of University of Padua. Final Dissertation discussed with Lorenzo Picotti of University of Verona.

- **Advanced School of Legal Practice**, University of Modena (Italy 2014-2015)
  Theoretical and practical training at the Advanced School, covering inter alia **Civil and Property Law, Criminal Law and Procedure, Business Law, Tax Law, International Law**, **Human Rights Law**. Classes included weekly legal writing assignments and legal analysis.

- **Masters in Law** (5 years) (University of Bologna, Italy: 2013)

Scholarships

- **Study Visitor at Columbia Law School**, New York (United States 2018) Research period financed by University of Padua (4 months' scholarship). I carried out research on my Ph.D. thesis topic at the Columbia Law School library and attended classes in human rights law at the Human Rights Institute.

- **Summer School in Human Rights and International Law ISISC** - International Institute of Higher Studies in Criminal Sciences, Siracusa (Italy 2015). I was selected as a participant in the 15th Specialization Course in International Criminal Law for Yong Scholars on "Global Issues and their Impact on the Future of Human Rights and International Criminal Justice".

- **Summer School in Constitutional Studies CCSDD** - Center for Constitutional Studies and Democratic Development. University of Bologna-Johns Hopkins University (Montenegro 2014). I was awarded a scholarship to attend the Summer School organized by the CCSDD on the topic "EULR-European Union and Legal Reform".

- **Post-graduate Scholarship University of Bologna -** University of Tirana and National Library, Tirana (Albania 2014). I was **awarded 5-month scholarship** from University of Bologna aimed to conduct further research on master's thesis topic "Freedom of religion in the Albanian criminal law". As a result of the research **I published the article "*Il codice penale della Repubblica d'Albania del 1928. Fondamenti, aspetti storici e comparatistici*" in "*La convivenza possibile. Saggi sul pluralismo confessionale in Albania*", 2015, Bononia University Press** (english version The Criminal Code of the Republic of Albania of 1928. Foundations, historical and comparative aspects' in 'Possible Coexistence. Essays on confessional pluralism in Albania')

- **ERASMUS Exchange Student** - Dalarna University (Sweden 2009-2010). I have successfully completed the following exams: **Institutions and Politics of European Union, Introduction to Swedish Law, Introduction to Business Law, European Economics**.

Work experience

- **Agent at the Council of Europe – Directorate of Democracy**
  15 February 2024 – 31 July 2024
  Freedom of Expression and CDMSI Division

  I have been working as a temporary agent in the Freedom of Expression and CDMSI division. I assisted the Committee of Experts on the Impacts of Generative Artificial Intelligence for Freedom of Expression (MSI-AI) with all administrative and legal tasks to complete a two-year mandate and I also worked as a campaign assistant for the CoE's Journalists Matter campaign. My tasks can be described as follows:
  - Taking care of all administrative activities related to the secretariat, organising 2 meetings per year, including organising experts travels, processing documents, sending documents for translation, making purchase orders and other financial arrangements, maintaining contact lists, assist in the preparation of regularly scheduled reports, updating the website;
  - Organising events involving other Council of Europe departments, including events to promote the campaign for the safety of journalists;
  - Organising missions for members of the secretariat and experts;
  - Carrying out the usual tasks of the division (convening meetings, taking minutes of meetings, data entry, proofreading of documents, conducting basic legal research etc.).
  - Managing the various software programmes used by the organisation for project management, developing and maintaining a file system, creating events etc. (PMM, GDD, DMS, EventS);
  - Contributing to the update of the website of the Campaign for the Safety of Journalists and of MSI-AI; writing news items, revising minutes, reports, keeping track of the member States updates on the Campaign.

- **Study Visitor at the Council of Europe - Implementation of Human Rights Department (DGI)**
  6 November 2023 – 21 December 2023
  Co-operation Programmes Division

  I worked in the Azerbaijan and Georgia Unit, assisting in the planning and implementation phases of several projects. I assisted my supervisor in organising, coordinating and implementing project activities related to criminal justice reform, restorative justice, implementation of ECtHR judgments and access to legal aid services in Azerbaijan and Georgia. I worked closely with internal and external stakeholders to ensure follow-up and coordination of project activities. I drafted and reviewed project proposals and final reports and organised meetings, working groups, conferences and training sessions.

- **Legal Assistant**
  1 February 2021 – 31 July 2021
  Kosovo Specialist Chambers / Victims' Participation Office

  As the only native Albanian speaker in the team, my main responsibility was to take all necessary action – through effective, sensitive and confidential communication – in order

to ensure that prospective victims were comprehensively informed of their rights and, if they so wished, were enabled to have full access to the proceedings in accordance with relevant regulations. My tasks may be described as follows:
- conducting legal research on a wide range of issues concerning victims' rights to participation and reparation, including on the notion of direct and indirect harm, personal interest and legal representation;
- analysing Kosovo domestic law on reparation and translating extensive portions of the legal texts from Albanian into English;
- drafting (and/or translating) legal and administrative memoranda and other documents such as letters and emails addressed to victims, written records of interview, victims' statements, minutes, notes to file, victims' records;
- assisting potential applicants in exercising their rights of participation, including by providing practical as well as legal advice on how to fill out forms and draft certain sections;
- ensuring constant information of victims regarding proceedings by way of letters or phone calls, maintaining open communication with other team members so that they were kept abreast of relevant information;
- preparing briefings for legal officers and taking minutes of internal meetings to ensure proper communication and informed decision-making;
- conducting victims' interviews in the Albanian language.

- **Doctoral Researcher in International and European Law**
  1 November 2014 – 20 December 2020
  University of Padua Department of Public, International and Public Law

  As a doctoral researcher, I actively engaged in monitoring departmental activities, **delivering lectures in criminal law**, and regularly conducted university exams, evaluating students on their comprehension and application of the subject matter covered during the course. My role involves contributing to the academic mission of the department by participating in educational initiatives and supporting the overall functioning of the research team.
  Main activities:
  - conducting comprehensive literature reviews, data analysis, and legal case studies. I assisted in the **preparation of scholarly publications** and collaborated with faculty members on ongoing research initiatives;
  - engaging in the academic community by participating in seminars and workshops related to criminal law;
  - assisting in **teaching activities**, providing support to my supervisor in the preparation and delivery of course materials;
  - administrative tasks related to the Criminal Law Department, including organizing conferences, managing schedules, and coordinating events;
  - providing guidance and **supervision to undergraduate and postgraduate students** in the development and completion of their theses;
  - offering support in refining research topics, conducting literature reviews, and ensuring the adherence to academic standards;
  - facilitating regular meetings to discuss progress and provided constructive feedback to enhance the overall quality of the students' work.

- **Legal Trainee** (within the doctorate programme)
  1 September 2015 – 28 February 2016
  United Nations Assistance to the Khmer Rouge Trials / ECCC Office of the Co-Prosecutors'

As an intern at the International Co-Prosecutor's Office at the Extraordinary Chambers in the Courts of Cambodia (ECCC), my duties consisted primarily in **evidence sifting, analysis and classification**. In particular:
- receiving, analysing and processing evidence, records, and other documents from the investigation case file;
- organising documents and records to ensure easy access to the relevant authorised officers in the office;
- preparing summaries of documents, including witness records of interview;
- under the supervision of a senior lawyer, drafting substantial parts of the Final Indictments in Cases 003 and 004;
- conducting legal and case law research, which would then be presented in memoranda;
- drafting reports, preparing notes and other documents for hearings;
- attending hearings and keeping written record of the hearing for internal use.

- **Research Consultant (pro bono)**
  1 November 2014 – present
  University of Bologna (COIS Project) LICODU and ASIADU

  LICODU is a University of Bologna-backed project collecting legislation from countries of Eastern and Central Europe to create an open-access archive available for academic study and the public at large. My role involved searching, **collecting, analysing, and digitising the criminal codes of Western Balkan countries** in the original language. I have also translated considerable portions of the 1928 Albanian Criminal Code into Italian and English. Since March 2015 I have been tasked with conducting research focusing on the legislation of Southeast Asian countries, in particular: Myanmar, Cambodia, Laos and Vietnam.

- **Legal Trainee at the Modena District Court**
  1 March 2014 – 30 May 2014

  During my first year at the Advanced School of Legal Practice, I was selected to assist a judge at civil and criminal hearings.

  As legal trainee my tasks included:
  - conducting legal and case law research, which would then be presented in memoranda;
  - preparing legal documents such as opinions, memos, and briefs under the supervision of the judge in charge;
  - attending hearings and keeping written record of the hearing for internal use;
  - carrying out interviews with lawyers and attending court hearings.

- **Trainee Lawyer**
  01 November 2013 – 30 May 2015
  Studio Legale Associato Antonio Mumolo (Law Firm)

  During the requisite 18-month legal traineeship under the supervision of an experienced attorney, my responsibilities revolved around the provision of **legal, paralegal and administrative assistance** to my supervisor and his team. My tasks included:
  - drafting motions, briefs, and legal memoranda as requested, in particular about issues of labour law, migration law and general private law;
  - carrying out paralegal as well as administrative tasks (e.g., preparing documents for court hearings, managing schedules, arranging meetings, maintaining and updating databases and tracking systems);

- carrying out client interviews, counselling, case managing, keeping archives and correspondence;
- attending court hearings and providing efficient and accurate courtroom administrative assistance as needed.

- **Legal Assistant – Homeless, Refugees, Asylum Seekers Rights**
  1 April 2010 – July 2015
  NGO "**Avvocato di strada**", Bologna(Italy)

  Engagement in providing free legal aid and extrajudicial assistance to homeless persons, refugees, and asylum seekers, through a team of pro bono lawyers. Key was the ability to manage human relationships with people who have a particularly strong need for competent psychological support. To this aim, I was trained by physicians specialising in behavioural psychology. My tasks included:
  - providing information, namely educate clients about the immigration process, potential timelines, and any legal requirements they need to fulfil;
  - answering basic questions and provide general guidance under the supervision of the lawyer.
  - contributing to the drafting of the City of Bologna-supported yearly guide designed to address the most common legal demands faced by the homeless;
  - front-office secretariat service, legal counselling, coordinating social workers and lawyers, preparing court materials;
  - assisting in conducting interviews with clients to gather necessary information and details about their immigration history, objectives, and any potential challenges;
  - tracking the progress of asylum applications, follow up on pending matters with relevant authorities, and update refugees on the status of their cases;
  - preparing necessary paperwork and applications for asylum, ensuring accuracy and completeness in compliance with refugee laws and regulations;
  - scrutinising and organising supporting documents to ensure they align with the requirements for refugee status, considering factors like persecution, threats, and the legal criteria for asylum.

- **Administrative Assistant** (part-time)
  1 November 2012 – 30 June 2013
  University of Bologna

  The key assignment in this position consisted of assisting incoming Erasmus students in the registration process and any follow up administrative procedure. Tasks included:
  - liaising with partner Universities and translating documents from/to Italian, English and, to some extent, Spanish;
  - assisting incoming and outgoing Erasmus students, providing advice on selecting courses abroad, drafting learning agreements and filling out relevant forms;
  - actively contributing to the management of the office, including by answering and redirecting phone calls;
  - organising agendas of professors and scheduling appointments with the Universities' focal points;
  - planning meetings and taking accurate minutes, drafting and sending emails, correspondence memos, letters, faxes and forms (in both Italian and English), assisting in the preparation of periodic reports and developing and maintaining a filing system.

- **Administrative Assistant** (part-time)
  1 October 2009 – 30 Mars 2010
  University of Bologna, Bologna (Italy)

Administrative assistant at university libraries and university administrative offices. My main tasks included:
- providing assistance to library users in relation to legal research and use of databases;
- reviewing classification of the library catalogue;
- when assigned to university administrative offices, providing secretarial assistance (answering and keeping records of calls, handling incoming correspondence, keeping agendas) and contributing to the rearrangement of student files;
- organising documents and paperwork and maintaining filing systems.

Community service

- **Volunteer**
  1 December 2021 – February 2022
  NGO “CICODEV”, Dakar (Senegal)

  I have been actively involved in raising awareness activities on "consuming locally" in Senegal. The general objective of the project I have been working on was to contribute to the development of a civic engagement in the promotion of healthy and local food in Senegal. The specific objective was to build knowledge and awareness of actors and elected officials around schools and popular neighbourhood initiatives, regarding the impact of local consumption on the economy and the environment.
  My task included:
  - providing assistance to the focal point preparing brochures to raise awareness on the NGO activities such as sustainable access to healthy and nutritive food and raising awareness on consuming locally;
  - organizing events, demonstrations and conferences to promote CICODEV’s activities among the civil society.

Trainings

- Title of Training: PMM IT tools for Project Management
  Name of Training Provider: Council of Europe
  Place / Country FRANCE
  From 02/06/2024 To 04/06/2024

- Title of Training: PMM Methodology
  Name of Training Provider: Council of Europe
  Place / Country FRANCE
  From 03/02/2021 To 26/03/2024

- Title of Training: GDD, travels/events organization platform.
  Name of Training Provider: Council of Europe
  Place / Country FRANCE
  From 16/02/2024 To 18/02/2024

- Title of Training: Basic Awareness in Security
  Name of Training Provider: European External Action Service
  Place / Country Online Course
  From 03/02/2021 To 18/02/2021

- Title of Training: Kosovo Specialist Chambers – Legal Workflow

Name of Training Provider: CMU within Kosovo Specialist Chambers
Place / Country Online Course (The Hague)
From 03/02/2021 To 24/02/2021

- Title of Training: Asylum and Resettlement in Europe: New International Protection Guarantees for Refugees?
  Name of Training Provider: Torre Project - Transnational Observatory for Refugee's Resettlement in Europe
  Place / Country Bologna
  From 12/11/2013 To 14/11/2013

Language skills

- **Albanian:** native speaker
- **Italian:** native speaker
- **English:** full professional proficiency
- **French:** professional working proficiency