



СДРУЖЕНИЕ СИНОВА – Сдружение за образование, инклузия, нови умения, възможности и активност в селските райони

ASSOCIATION SINOVA – Association for Education, Inclusion, New Skills, Opportunities and Rural Development

ORGANIZATIONAL STRUCTURE OF SINOVA

Adopted by the General Assembly of SINOVA on 12 June 2025, in Bansko
Based on Articles 5, 6, 13 and 19 of the Statute of SINOVA (2025)

Introduction

The organisational structure of SINOVA reflects the principles and provisions of its Statute. According to **Article 13(2)**, the General Assembly determines the strategic orientation and approves the annual programme of work. The **Management Board** (Article 19) is responsible for supervising implementation, including decisions related to participation in Erasmus+, Horizon Europe and other EU programmes.

In order to ensure transparency, accountability and quality assurance in all activities, the General Assembly formally adopted this Organisational Structure on 12 June 2025. The structure establishes clear responsibilities at governance and operational levels, ensuring alignment with Erasmus+ quality standards: inclusion and equity, good management of mobility, environmental sustainability and digital education.

Table 1: Governance and Key Persons

| Level / Role | Person (Name) | Main Responsibilities |
|---------------------|-------------------------|--|
| General Assembly | All registered members | Highest decision-making body; approves strategy, organisational structure, annual plan and reports. |
| Management Board | Elected representatives | Supervises implementation, monitors finances, ensures transparency and accountability. |
| President | Stefan Knezhevich | Legal representation, strategic leadership, supervision of quality assurance. |
| Vice-President | Maria Ivanova | Supports the President; substitutes in case of absence. |
| Secretary | Nada Knezhevich | Administration, documentation, internal and external communication. |
| Project Coordinator | Elena Petrova | Manages Erasmus+ and international projects; coordinates implementation, reporting, and supports quality monitoring together with the President. |
| Financial Officer | Nikola Stoyanov | Budgeting, accounting, financial transparency and compliance with funder requirements. |



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Table 2: Departments

| Department | Head / Coordinator | Main Tasks |
|---|-------------------------------|--|
| Education and Training Department | Ivanka Koleva | Organises adult learning courses in ICT, languages, remote work competences. |
| Courses Development Department | Petar Georgiev | Designs and updates training curricula (ICT, hospitality, eco-tourism, green skills). |
| Projects, International Cooperation & Quality Assurance | Stefan Knezhevich (President) | Prepares and manages Erasmus+ and local projects; supervises quality assurance; maintains partnerships and knowledge transfer. |
| Community Inclusion Department | Dimitar Nikolov | Supports disadvantaged groups (unemployed adults, migrants, LGBTQ+ members) and ensures equal access to education. |
| Local Development & Partnerships | Desislava Hristova | Builds cooperation with municipalities, NGOs, businesses; develops rural entrepreneurship and sustainable initiatives. |

Conclusion

This organisational structure ensures that SINOVA's work is consistent with its Statute and capable of meeting European standards. By clearly defining responsibilities and safeguarding quality assurance, the association is equipped to manage international projects, support disadvantaged learners and educators, and sustain long-term partnerships.