

The Austrian Study Centre for Peace and Conflict Resolution (ASPR) is an independent, non-profit, and non-partisan organisation. It is engaged in conflict resolution, capacity building and research. More information about the institute and its activities can be found on its website ([www.aspr.ac.at](http://www.aspr.ac.at)).

The ASPR seeks a

## Senior Project Manager Capacity Development Programme

Application deadline:	11 April 2023
Workplace:	Stadtschlaining or Vienna, Austria
Starting date:	15 May 2023

### Background and Purpose of the Position:

State-of-the-art technologies are playing an ever-increasing role in the nature and dynamics of violent conflicts. Under the label PeaceTech, social media, geographic information systems (GIS), data analytics, Virtual Reality (VR) frameworks and other digital technologies can provide analytical support both to better understand and monitor conflicts and for situational awareness, forecasting or nowcasting. The use of cutting-edge technology has only played a subordinate role in the field of conflict management and resolution, mediation, peacebuilding and peace operations. It is essential to close the gap between the possibilities that PeaceTech offers and the need for contemporary and innovative answers to end (or for that matter avoid) violent conflict. ASPR started integrating PeaceTech into its working areas. This includes the development of data analysis tools and similar approaches for the use of mediation and research projects, as well as accelerating efforts as part of our **capacity development** program. In this context, we have not only identified the potential of digital technologies such as mixed or virtual reality training frameworks, online trainings, webinars, and digital distance learning solutions but also taken the first steps to integrate them comprehensively into our trainings.

ASPR is seeking a seasoned Project Manager with professional experience in the adult education sector coupled with a passion for technology who is taking over the management of our *Peace Tech* project portfolio. The portfolio currently includes two major publicly funded innovation projects at the intersection of technology and education/pedagogical approaches, as well as the development and mainstreaming of Peace-Tech approaches in the work of the ASPR.

**ÖSTERREICHISCHES STUDIENZENTRUM FÜR FRIEDEN UND KONFLIKTLÖSUNG (ASPR)**  
**AUSTRIAN STUDY CENTRE FOR PEACE AND CONFLICT RESOLUTION (ASPR)**

Rochusplatz 1, 7461 Stadtschlaining, Austria

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Bank: Raiffeisenbezirksbank Oberwart · IBAN: AT96 3312 5000 0020 7779 · BIC: RLBBAT2E125

## Responsibilities

Working closely with the Head of Capacity Development (and occasionally other members to ASPR's Senior Management Team) to set and align strategic priorities within the framework of the portfolio,

The Senior Project Manager will be responsible for:

- the project management and regular coordination within the consortium projects including with lead agency representatives, work package and task managers, and other relevant stakeholders
- progress and financial monitoring, narrative and financial reporting as per contractual requirements
- active involvement of other internal and external stakeholders as it relates to the fulfilment of tasks and duties resulting from the projects.
- proposing new and/or adjustment to existing curricula considering the requirements of the project as well as the mission and strategic direction of ASPR
- promoting, developing, organizing and conducting online trainings, and in-person events in Stadtschlaining in close cooperation with administration and logistics staff.
- the participant management for trainings
- ASPR Focal point Technology for Peace, including participation in the development of Peace-Tech approaches
- Identifying new opportunities for PeaceTech partnerships, crafting corresponding project proposals and funding applications.
- Supporting other projects across programmes (capacity development, research, conflict resolution) as required.

Person specifications:

- Master's degree in a relevant field (essential) (i.e. Project Management, Education, IT)
- Minimum 5 years professional experience managing complex institutionally funded projects
- Minimum 3 years of professional experience in organizing and conducting adult trainings with focus on online trainings (essential)
- Successful track record in the planning, implementing and facilitating online trainings in intercultural settings (essential)
- Substantive knowledge of training cycles in adult education (essential)
- Excellent teamworking skills and ability to work under pressure (essential)
- Competencies on conflict sensitivity, gender and diversity (essential)
- Strong professional interest in the focus topics of ASPR: Environmental Peacebuilding and PeaceTech (essential)
- C1 skills in German (essential), C2 skills in English (essential)

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- Strong IT affinity and proficiency in the use (and user-friendliness) of online tools and applications for conferencing/cooperation, facilitation, team creation/development and learning (essential),
- Strong interest and / or professional experience in the context of peace and conflict resolution (desirable)
- IT Programming know-how and basic understanding of Artificial Intelligence (desirable)
- Personal identification with ASPR values and programmes (desirable)

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The senior project manager will report to the Head of Capacity Development Programme. The position is based in Stadtschlaining or Vienna, Austria. EU citizenship or a valid working permit for Austria is a prerequisite. The full-time position (40 hours p.w.) is three-year fixed term with the possibility of extension subject to the availability of funding.

**We offer:**

Our staff members benefit from a variety of in-house and external training opportunities including specialization courses. Furthermore, we offer social benefits of a modern organisation, e.g. home-office, flexible working hours, extra vacation days etc. ASPR is proud to be an equal opportunity employer. We attach great importance to a balance in the diversity of our employees. Therefore, we welcome all applications regardless of gender, age, religious beliefs/ideology, sexual orientation, ethnic or national origin. We believe that we can only evolve and thrive as a team with a highly diverse mix of employees and by contributing to a strong culture of collaboration where accountability, passion, pioneering spirit, conviction and mutual trust are key.

The gross annual salary for this position amounts to EUR 45.560. Depending on skills and specific experience, over-payment may be considered.

Please send your application documents, consisting of a letter of motivation that outlines how the criteria for the position are matched, and a curriculum vitae, including the names and contact details of two referees, via email to [aspr@aspr.ac.at](mailto:aspr@aspr.ac.at).

The deadline for applications is 11 April 2023 (end of the day). Delayed applications cannot be considered. Assessment and selection will happen on a rolling basis. Only shortlisted candidates will be contacted.

We look forward to your application.

More information on: <https://www.aspr.ac.at/en/about-us/get-involved#/>