

The European Foundation for Education (EFE) is a non-profit educational organization operating at a European level. EFE aims at developing educational frameworks that help young people acquire the knowledge and skill set that would contribute to positive social and economic development. Together with partners from education, business, politics and administration, EFE stands for a systematic connection of educational offers with labour market needs in order to improve the professional chances for young people in Europe. The European Foundation for Education is chaired by Prof. Dr. Wolfgang Schuster, former Mayor of the City of Stuttgart for many years and Honorary President of the Council of European Municipalities and Regions (CEMR). EFE works closely together with the Kolping-Bildungswerk Württemberg e. V.

For the implementation of our ongoing EU-Projects we are looking for a Project Director with a fixed term, full time contract.

Your tasks:

- Management of the EU projects (INTERREG, Erasmus+ etc.) of the European Foundation for Education
- Close cooperation with the Chairman of the European Foundation for Education, Prof. Dr. Wolfgang Schuster, retired Lord Mayor
- Close cooperation with the representatives of the funding authorities
- Communication with project partners from more than 10 countries, including universities, ministries of education, business associations and chambers, representatives of civil society
- Administration, quality assurance, documentation, evaluation, reporting according to funding guidelines
- Planning and implementation of national and international project meetings, trainings and events
- Content related project management, scientific research

Requirements:

- University degree (MA or equivalent)
- More than 5 years of relevant professional experience in international project management, preferably INTERREG and Erasmus+ Strategic Partnerships
- Confident appearance, strong communication skills, independent work
- Fluent in spoken and written English, knowledge of German is desirable
- Regional experience in the Danube region and knowledge of at least one relevant language is a plus
- Intercultural competence, willingness to travel

The place of work is Stuttgart. The fixed term contract is limited until 31.12.2022.

Please send your application until 07.09.2020 by e-mail to Dr. Ágnes Sebestyén, Project Director, European Foundation for Education, agnes.sebestyen@e-f-e.eu.