Horizon Europe Post-Doctoral Project Manager (4yrs): Nature-based social prescribing

Location: Cognitive Science Hub, University of Vienna
Duration/Hours: 4Yrs (48Mths) full-time (1.0 FTE; 40hrs week).
Available from: Thursday 1st June, 2023

Closing date for applications: ***Mon. 3rd April (5pm CET).***

The project: RESONATE (Building individual and community RESilience thrOugh NATurE-based therapies) is a four-year Research and Innovation project funded by Horizon Europe examining the health, environmental, economic and social impacts of so-called 'green care', 'nature-based social prescribing' or 'Nature-based Therapy (NbT)' interventions. The project includes a review of interventions globally, nine NbT Case Studies, and three Social Innovation Actions which will develop nature-based resilience hubs to demonstrate best-practice for scaling-up and scaling-out successful interventions. The goal is to provide practical guidelines and tools for NbT implementation and is expected to have a significant impact on the future development and use of NbTs in health and social care across Europe. The consortium consists of world leaders in NbT research, practice, policy, and innovation in Austria, Belgium, Bulgaria, Denmark, Italy, the Netherlands, Spain, Sweden, and the UK (funded by UKRI), with additional expert oversight from leading NbT researchers/practitioners in Australia, Canada and the US. RESONATE is co-ordinated by the University of Vienna, where the Project Manager (PM) post will be located.

Your role: The PM will play a central role in RESONATE and be a full member of the project team. They will work closely with the project coordinator (environmental psychologist, Dr. Mat White) at the University of Vienna's highly international Cognitive Science Hub to: ensure the project runs smoothly, that all partners are supported to complete their specific tasks, that effective communications with all partners and the funders are maintained, and that all project Milestones and Deliverables are delivered in a timely fashion. The post will be supported by a 0.5 FTE Organisational Assistant who will help with administrative tasks. Depending on time availability and the PM's background and experience there may also be the opportunity to be more directly involved in specific aspects of the research programme.

Who we are looking for: Candidates will already have a PhD, and ideally experience of EU project management, or management of other multi-partner, multi-year research projects. Given the centrality of understanding and supporting the project's applied ethical dimensions (e.g. working with human participants) priority will be given to candidates with a PhD and/or extensive experience conducting research in the health and/or social/behavioural sciences. An interest and track record of research/practice in the nature-health field is an advantage but not essential. The working language of the project and Cognitive Science Hub is English, so fluency in written and spoken English (C2) is essential. Many practical day-to-day things would be supported by a working knowledge of German but this is not essential[a]. Skills required include: proactivity and high levels of self-motivation; extensive knowledge and command of project management tools (spreadsheets, planning/collaborative tools); ability to establish and maintain lasting and constructive formal relationships; excellent writing and synthesis skills (work plans, technical reports etc.); good teamwork abilities, particularly in a multi-stakeholder, multi-cultural and multi-disciplinary context.

Specific duties will include the following:
- Prepare and submit documentation required for regular project reporting periods (incl. drafting and updating Progress Reports, Risk Registers and Data Management Plans).
- Support all partners to uphold the Consortium Agreement (e.g. timely distribution of meeting agendas/minutes, agreements on IPR and publication guidelines).
- Work closely with the University of Vienna's Research, Legal and Finance departments to ensure all aspects of the project, including budgets, are consistent with Horizon Europe requirements.

- Support sub-contracting of specific tasks by Beneficiaries in line with relevant EU and country specific laws and agreements regarding procurement.
- Support continuous ongoing contact with the Commission (e.g. meetings/calls with the Project, Legal, and Finance Officers).
- Support the ethical delivery of project objectives including the preparation of three Ethics Update Reports for independent scrutiny.
- Support co-ordination with other consortia funded under the current and related calls.
- Work closely with the project's Communications, Engagement and Dissemination team to support delivery and management of the project website and maximise wider dissemination of the results via academic talks, peer reviewed papers, policy summaries, blogs, press releases, public facing events etc.
- Assist the consortium manage published research outputs, in particular Open Access peer-reviewed publications, Open Data etc.
- Oversee the integration of the Independent Expert Advisory Board within the project.
- Support efforts at within-consortia coordination and knowledge exchange including setting up, and when necessary chairing, regular Steering Committee Meetings.
- Work closely with the Organisational Assistant to support budget management, travel arrangements, and administrative tasks.

Gross Salary: Will depend on job grading and experience according to the 'collective bargaining agreement' (§48 VwGr. B1 lit. b (postdoc)), but a B1 post-doc position starts at €60,927 p.a. (Please note if you look at the pay scales here: https://personalwesen.univie.ac.at/en/jobs-recruiting/job-center/salary-scheme/ they are presented as 'monthly' salaries that are actually paid 14 times per year).

Application details:
The position is available from June 1st, 2023[b], and applicants should send a single PDF containing: their CV, and a max. two page motivation letter including a brief statement of project management experience and interests, and how these match the role/topic plus contact information for two referees to mathew.white@univie.ac.at.

Closing date for applications: *Mon. 3rd April (5pm CET).*
Candidates selected for interview will be notified by: Friday 7th April.
Interviews (in person or over zoom) to be scheduled: 17th-21st April.

For further details please contact:
Dr. Mat White: mathew.white@univie.ac.at
https://cognitivescience.univie.ac.at/vienna-cogscihub-network-members/team-members/mat-white/

Established in 1365 the University of Vienna is the oldest University in the German speaking world. It pursues a non-discriminatory employment policy and values equal opportunities, as well as diversity (http://diversity.univie.ac.at/). The University lays special emphasis on increasing the number of women in senior and in academic positions. Given equal qualifications and experience, preference will be given to female applicants.

In 2022 Vienna was once again ranked 1st in the Economist Intelligence Unit's Global Liveability Index for cities around the world https://www.eiu.com/n/campaigns/global-liveability-index-2022/. It is a truly special place to live and work. An informative insight into some of the pros and cons for non-Austrians can be found here: https://www.expatarrivals.com/europe/austria/vienna/pros-and-cons-moving-vienna

[a] For non-German speakers, the University offers discounted German courses which the project coordinator also attends and can recommend.
[b] Subject to the final signing of the Grant Agreement by May 1st.