

## Job opportunity: Organizational development (20h/week)

### YFU Austria – Intercultural Student Exchange

Together with over 40 partner organizations worldwide, we as a non-profit organization organize long-term (semester/year) intercultural host family stays and educational experiences.

You have a passion for intercultural education and organizational development? You love to work with people and are interested in bringing together fascinating personalities in an international network? Then we have the job you have been looking for!

We are looking for a committed staff member to help us drive the growth of our organization. In cooperation with our board and office staff, you will grow our organization, establish new structures for volunteers, and organize events with and for members of our organization. The position is initially limited to one year and 20 hours per week but if the project is successful, it might be extended.

### Your responsibilities:

- Designing and implementing a concept for organizational development outside of our standard exchange programs
- Growing our volunteer and alumni network
- Planning and implementing events
- Working closely with program staff

### Your skills:

- knowledge of the YFU network, previous (volunteer) commitment with YFU Austria/other (YFU) organizations is welcome.
- strong communicator and good organizational skills
- hands-on mentality and showing initiative
- fluent in German or English
- desirable: knowledge in organizational development / project management

### Place of work, weekly hours, and compensation:

- center of Vienna
- 20 hours a week
- salary: € 1237 gross/month; 14x a year

### We offer:

- an international network
- a well-structured training period and flexible working hours
- a generous home office option
- a highly committed team in an international working environment, great working atmosphere
- an office in a prime location close to Vienna's city hall

Interested? Please send your application until August 31st 2022 to Miriam Bammer: [work@yfu.at](mailto:work@yfu.at)