

We are looking for a:

Team Member Programme Development f/m/d

Service and Competence Center for Higher Education Development and Quality Management



3100 St. Pölten - Campus-Platz 1



30-40h



immediately

[Apply now!](#)

With nearly 4,000 students in nine topic areas, the St. Pölten University of Applied Sciences is a key player in the Austrian higher education sector and one of the most important employers in the region. The St. Pölten UAS stands for unique creative possibilities as well as team-oriented collaboration and leaves room for individual development and personal growth.

Staff members also profit from our European network within the context of the University Alliance E³UDRES²! The University of Applied Sciences is constantly growing.

What you will be working on:

- You are involved in the new and further development of study programmes and continuing education programmes
- You advise and support Academic Directors and Heads of Continuing Education Programmes, members of the UAS Board, and team coordinators in questions pertaining to programme development
- You take over quality assurance in the area of programme development in consideration of (inter-) national legal frameworks as well as internal UAS provisions
- You accompany external programme accreditation processes at the interface of external quality assurance

What we expect from you:

- Successfully completed study programme (e.g., educational sciences, higher education management, economics, social sciences)
- Subject-relevant experiences in this field or a related area
- Knowledge of the (inter-)national framework conditions for academic & continuing education programmes at higher education institutions is a plus
- Experience in the field of institutional and/or external quality assurance is an advantage
- Very good written and oral German and English language skills (C1)
- Independent working style, strong communication skills, team spirit, strong orientation towards service and results



Flexible working hours



Remote Work



More Leisure time



Further training & Development



Childcare



International exchange



Health promotion

[More Benefits](#)

What we offer:

- Long-term employment in a modern, flexible work environment at the St. Pölten University of Applied Sciences with various work opportunities (e.g., remote work, creative spaces, etc.) as well as numerous benefits and further trainings
- More free time for our staff: additional special leave days from 24/12 to 31/12 as well as on Good Friday
- Permanent contract in an innovative, open-minded, and internationally oriented environment
- A gross annual salary that takes your qualifications into account: at least **€ 42.000,-** a(basis: 40 h/week) with flexitime option (no core time) and comp time

For the St. Pölten University of Applied Sciences, the variety and diversity of its staff members is the key to innovation, success, and further development. We particularly welcome and give precedence to applications by qualified women, trans*, inter* and non-binary persons and persons with disability in case of equal suitability. We explicitly invite persons with a migration background to apply. We look forward to receiving your application!

[Apply now!](#)

We look forward to your application!

Your Recruiting Team

St. Pölten University of Applied Sciences

recruiting@fhstp.ac.at

Please submit applications exclusively through our website.

**A place to collaborate.
A place to develop.**