MARDS Training in Vienna on „Professional Management of Doctoral Studies“ from 25 – 28 June 2019

Main target group of the training: Administrative and scientific staff with management responsibilities in doctoral studies

The main content of the workshop is the training of **Professionals in Doctoral Education**, i.e. employees in universities who deal with the operative implementation of doctoral training or are responsible for it. This includes scientists who (for a limited period) take on an operative task, e.g. as Head of School or Programme Manager, as well as employees of the general administrative staff. The aim would be to achieve a **balanced group of participants between scientific and administrative staff**.

Programme

Tuesday 25 June 2019

14:00 – 14:15	Welcoming at the University of Vienna, Introduction to the programme by Lucas Zinner
14:15 – 15:15	Presentations of the “Governance of the University of Vienna” and of the unit “Research Services and Career Development” and the “Center of Doctoral Studies” by Johannes Sorz, Rector’s office
15:15 – 16:00	Discussion and Questions

Wednesday 26 June 2019

9:00 – 16:00	Individually arranged meetings with cooperating partners at various faculties in different universities in Vienna (based on individual contacts)
18:00	Summer reception of the Research Services and Career Development (Oskar-Morgenstern-Platz 1, 1090 Vienna, Skylounge, 12th floor)

Thursday 27 June 2019

9:00 – 10:00	Registration with coffee/tea
10:00 - 11:00	Introduction to the training, Get to know each other, Learning outcomes and clarifying expectations by Lucas Zinner
11:00 – 13:00	Policy Trends and Governance in Doctoral Education and major challenges of implementing these trends in countries like Slovakia - or Montenegro and Albania (Presentation by Alexandra Bitusikova and Kamila Borsekova)

13:00 – 14:00	Lunch
14:00 – 15:30	"Reality Check" – Reflecting the situation at home institution - Having in mind the policy trends - what has been already realized at my home institution? What can be done? etc… - First alone - Then exchange in small groups (Moderator: Melita Kovacevic)
15:30 – 16:30	Presentation of groups in the plenum (hot topics, major obstacles, needs, stakeholders)
16:30 – 17:00	Outlook on the next day (Lucas Zinner)

Dinner is individually organized

Friday 28 June 2019

9:00 – 9:15	Reflecting on the learning outcomes of the day before
9:15 – 10:45	Presentations on quality assurance, advice and support, career development and transferable skills (Team of the University of Vienna)
10:45 – 11:00	Break
11:00 – 12:30	Working groups: Setting up (or improving) a service (e.g. Quality Assurance in doctoral programmes, running transferable skills/career development program, consultation and services for PhDs) – including coffee break
12:30 – 13:00	Gallery walk – presenting the outcomes of the working groups (Moderator: Lisette Schmidt)
13:00 – 13:15	Take home message and tasks, Conclusions
13:15 – 14:15	Farewell Lunch

Location:

- University of Vienna, Research Services and Career Development (Center for Doctoral Studies), Seminarroom 2, Berggasse 7, 1090 Vienna

Metro Stations in walking distance: U2 Schottentor and U4 Roßauer Lände

Please register for the workshop via e-mail (mards@ucg.ac.me) with the following information latest until 7 June.

- Name, Institution, E-mail-address
- Position at home institution
- Tasks and responsibilities in doctoral education
- In which topics are you most interested in (quality assurance, advice and support for PhDs, career development and transferable skills)?

The training is limited to a maximum number of 20 participants.

Hotels in walking distance:

- Hotel Deutschmeister, Grünentorgasse 30, 1090 Vienna
  https://www.hotel-deutschmeister.at/de/
- Hotel Boltzmann, Boltzmanngasse 8, 1090 Vienna
  http://www.hotelboltzmann.at/
- Hotel Bleckmann, Währingerstraße 15, 1090 Vienna
  http://www.hotelbleckmann.at/de/kontakt/

You can search for hotels for example on the following website: https://www.wien.info/en/hotels

How to get from the airport to the city center by public transport:

https://www.wien.info/en/travel-info/to-and-around/airport-to-center

A taxi from the airport to the city center is about 40 – 50 Euros.