The European Forum Alpbach is an inspirational place that opens minds and souls for Europe's future.

A forum that generates ideas and sparks action.

President and the Boards

Secretary General & **Managing Director** 

June 20, 2022 total: 29,66 FTE (+2 optional: 30,84 FTE) Heads: 34-36 (+7 Interns) (+3 on educational leave)

## Content

## generating ideas

permanent content monitoring, management and development (during the year); programme design and development (topics, speakers, content); educational concept, Alpbach Seminars, retreats; content delivery to communications unit; relationship management to speakers and content related networks; barter partnerships and scientific network partners; content development with SAB und IAB

### Head: Leopold Schmertzing (1)

- Content Manager Climate: Mirta Surlina (1)
- Content Manager Finance: Elke Lerch (1) Project Manager: Benedikt Osl (1)
- Content Manager Security: Kevin Kaiser Hospitality Manager: Clara-Maria (1)
- Content Manager Democracy: Péter Hunya (1)
- Content Manager Alpbach Seminars: Bernadette Zimmermann (0,78)
- Curator Arts & Culture: Elisabeth Schack (0,78)

total: 6,56 FTE

+Interns: Mina Modarressy Johanna Trieb

# Experience

## enabling transformational experiences

event concept, formats, production; event technology (eq. participation tools, livestreams), stage management; social programme; customer ticketing, registration, journey; hospitality management, travel and room booking, interface to external event and accomodation partners; local customer experience, mobility concept, security; production Tech/AIT, Tiroltag; conference competence

#### Head: Clara Rindler-Schantl (1)

- Production Manager: Johannes Piller (1)
- Stonawski (1)
- Junior Project Manager: Alexander Al-Khafaji (0,75)
- optional: UX expert: N.N. (0,15) total: 4,75 FTE (+1 optional: 4,94 FTE)

+Interns: Veronika Bramböck Paulina Wörnhör

## Communities

## strengthening relationships

management and strategic development of existing communities (e.g. FAN, AiM, Alpbach Circle, members, also boards, committees), establishment of new communities; stakeholder management; scholarship management; fundraising, partnerships (generating new leads, management of the existing ones) incl. cooperations and public funding; special projects (e.g. Community Calls, Alpbach Hubs)

#### Head: Annamária Tóth (1)

- Stakeholder Manager: Bibimaya Larice (1)
- Stakeholder Manager: Katia Wissinger (1)
- Stakeholder Manager: Johannes Schneeberger (1)
- Senior Stakeholder Manager: Dagmar Hengl (1)
- Project Assistant: Leonie Sommer (0,26)
- Stakeholder Manager: Bettina Nahajowski (0,14)
- Stakeholder Manager: Nicoll Ullrich-Stockert (1)

total: 6,40 FTE

+Interns: Maryna Kviatkivska Vinzenz Abensperg-Traun

# Communications

## giving visibility

internal and external communication (press relations, social media, website, publications, newsletter, employer bonding, wordings etc); marketing; strategy and implementation; media cooperations; brand management (CI, CD), visual design; communication with communities

## **Operations**

### providing essentials

office management, HR, organidevelopment; billing, sational accounting, budgeting, finance management and controlling, legal (association and foundation); CRM tool & connection of third party systems (API), IT, data management; board meetings, council meetings (Rat), general assembly; protocol; data protection (incl. GDRP); Covid-19; archive

#### Head: Anni Nikolic (1)

- Social Media Manager: Bianca Kraft (0,75)
- Digital Project Manager: Nikolaus Mateika (1)
- PR Manager: Judith Mehofer (1)
- optional: +1 (native English) total: 3,75 (+1 optional: 4,75 FTE)

+Intern: Sophie Löwenstein

## Head: Christiane Schwaiger (1)

- HR and Office Manager: Caroline Gossler (1)
- Accountant: Gerlinde Ehrntraut (0,42)
- Finance Manager: Alfred Reznik (0,52)
- Senior Project Manager: Stefan Sandauer (1)
- Junior Inhouse CRM Consultant: Bogdan Scintea (1)
- System Administrator: Manuel Saliger
- Data Manager: Philipp Dessl (0,26)
- Assistant to Pres. and SG: Elnara Zülfügarova (1)

total: 7,19 FTE

• Reception: Eleonore Püls (0,62)