



#diplomacymatters

Executive programmes, trainings and language courses



diplomatische
akademie **wien**

Vienna School of International Studies
École des Hautes Études Internationales de Vienne



The DA's many years of experience as a centre of academic excellence, together with its emphasis on the training of soft skills, form the basis of its high profile as a provider of training programmes on Diplomacy, International and European Affairs as well as specialised language courses. Vienna, a capital of rich cultural heritage, and home to numerous international organisations such as the UN, IAEA, UNIDO, CTBTO, OSCE and OPEC, provides the ideal environment for the implementation of the tailor-made trainings offered at the DA.

WIDE RANGE OF TRAININGS – BROAD INTERNATIONAL AUDIENCE – RESEARCH AND DIALOGUE

The DA organises a broad range of Executive Training Programmes for public officials and diplomats from Southeast Europe, the Black Sea region/South Caucasus, as well as from Africa, Central Asia and the Caribbean.

Tailor-made programmes are created at the specific request of governments, international organisations, universities and companies. These seminars and modules are organised in Vienna and abroad, preparing participants for international leadership roles.



'Providing training at the highest of standards in a vibrant cosmopolitan environment is a key element of the activities of the Vienna School of International Studies. Our executive trainings, tailor-made programmes and language courses respond to the challenges of modern career paths for clients from both the state and private sectors. This expertise is firmly rooted in the know-how and skills we have derived from many decades of work in the field of international relations.'

Susanne Keppler-Schlesinger
Deputy Director of the Vienna School of
International Studies and
Head of Executive Training Programmes

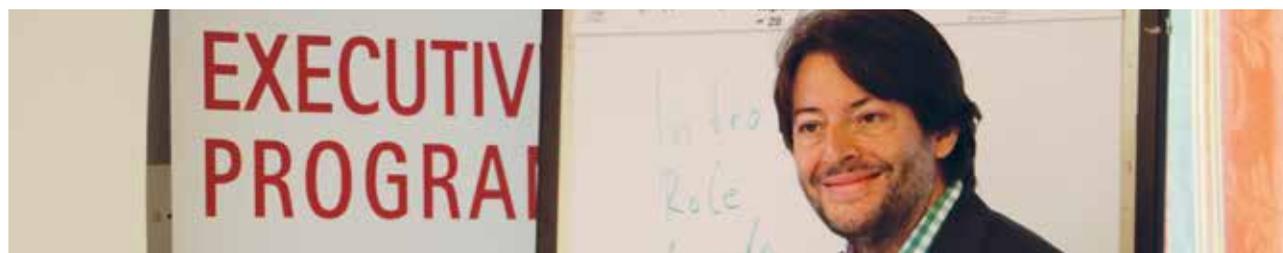
The DA trains public officials for the specific tasks they face when their country holds the **EU Council Presidency**; additionally, consultancy services are provided to governments **establishing or reforming diplomatic training institutes**.

Summer Schools or training modules on International Affairs are offered to **academics and researchers** from all over the world, and organised in cooperation with international universities.

As part of a European research network the DA has acquired a high level of competence in the increasingly important field of **science diplomacy** and has developed trainings in this field.

Finally, the DA offers **specialised language courses for German and French**. These programmes target a broad audience combining state-of-the art language training with extra-curricular excursions.

A **team of highly experienced and dedicated DA-project managers** stands ready to design and implement these programmes to fulfil the individual requirements of its clients.



Competencies and Skills

- | Protocol and International Business Etiquette
- | Presidency/Chairmanship Preparation and Management
- | Multilateral Negotiations
- | Cosmopolitan Leadership
- | Crisis Management and Mediation
- | Business Diplomacy
- | Science Diplomacy
- | Health Diplomacy
- | Cultural Diplomacy
- | Public Diplomacy and Media Management
- | International Event Management
- | Human Resource Management
- | Train the Trainers and Capacity Development for Academic Institutions

TOPICS

- | European Affairs
- | Area Studies
- | International Law
- | Sustainable Development Goals
- | Human Rights, Good Governance, Rule of Law
- | Gender Issues and Empowerment of Women
- | Migration Management
- | International Security
- | Environment and Sustainability
- | Civil Society and Diplomacy

ADDRESSED TO

- | Professionals and participants from around the world: national and international public service as well as private sector and academia (international researchers)

ASSETS

- | Highly experienced trainers
- | Vast network of international and national experts
- | Encounters with practitioners from international organisations, governmental agencies and transnational companies
- | Ideal training environment: Intimate campus with a charming park and modern lecture rooms
- | Trainings can be offered as Online-Courses/Webinars

Duration:

- | Compact training: 1-4 days
- | Comprehensive programmes: 1-12 weeks

Languages

- | English
- | French
- | German

Additional Services

- | Travel and accommodation arrangements
- | Meals at the DA (Austrian and international cuisine)
- | Cultural programme in Vienna and Austria
- | Study visits to International Organisations and diplomatic institutions based in Brussels, The Hague, Geneva, Paris, Strasburg, Moscow, New York or other international cities on request



EXECUTIVE TRAINING PROGRAMMES/ETPs

European and International Affairs

The DA organises a broad range of training courses for public officials and junior diplomats from Southeast Europe, the Black Sea region/South Caucasus and ACP countries. These two to four-week programmes familiarise participants with the European Union as well as with important issues in international politics (e.g. the UN "Sustainable Development Goals"). The training courses are organised in cooperation with the Austrian Foreign Ministry and funded by the Austrian Development Cooperation.

The ETPs cover a broad range of academic analyses, critical discussions and the training of soft and practical skills. In interactive exercises, participants are encouraged to sharpen their analytical capabilities, management and negotiation skills, as well as crisis management and conflict resolution strategies. Study visits to the headquarters of Vienna-based international organisations as well as to European institutions in Brussels and The Hague provide participants with a first-hand insight into the working of these institutions.

The DA also provides advanced training modules for Austrian diplomats.

Female Leadership

In order to promote women as leaders, the DA designs training programmes for women working for governments, international organisations or the private sector, and students from around the world. These courses focus on the strengthening of skills like leadership or mediation and highlight issues related to the empowerment of women and girls.



TAILOR-MADE PROGRAMMES – SEMINARS, MODULES AND WORKSHOPS

The DA organises short- and long-term tailor-made trainings on various topics for governmental and non-governmental institutions, companies and universities in Vienna and abroad.

In-Depth Knowledge and Practical Skills

The DA's vast network of international and national experts enables the DA

- to create comprehensive and manifold programmes
- to impart detailed theoretical knowledge on International and European Affairs and specific selected policy areas
- to allow for in-depth insights into diplomatic practice via study visits and encounters with practitioners
- to offer simulations and interactive workshops that equip participants with useful practical skills pertinent to their professional careers

The global community is facing a number of urgent and complex challenges, for example climate change or combatting infectious diseases. The tackling of these issues requires close collaboration between diplomats and scientists. The DA is a consortium member of the European Union's Horizon 2020 research and innovation project "S4D4C – Using science for/in diplomacy for addressing global challenges". S4D4C supports science diplomacy in the EU for the benefit of the Union's strategic capacities, stimulates the development of efficient science policy interfaces and offers training for science diplomats.

S4D4C – USING SCIENCE FOR/IN DIPLOMACY FOR ADDRESSING GLOBAL CHALLENGES

The DA's S4D4C-project partners are universities and institutions from eight European countries such as the Centre for Social Innovation (ZSI), Charles University Prague (CU), the German Aerospace Centre, the Project Management Agency

(DLR), German Centre for Science Studies and Higher Education Research (DZHW), the Spanish Foundation for Science and Technology (FECYT), the World Academy of Sciences (TWAS), the University of Lille (ULille), the University of Sheffield (USFD), and the University of Twente (UT).

The DA's tailor-made courses on science diplomacy are based on case studies, best practices and relevant research. They equip participants with knowledge and know-how about the intersection of science, technology and foreign policy aiming at more productive and sustainable international relations at multilateral and bilateral levels. The DA stands ready to offer these trainings and further science-diplomacy-related programmes to interested institutions.



PERFORMING IN EUROPE: EU COUNCIL PRESIDENCY TRAINING, EUROPEAN DIPLOMATIC TRAINING

The DA provides specialised training programmes for public officials and diplomats from EU-member states in preparation of their EU-Council Presidencies. These modules include seminars on EU institutions and EU decision-making processes as well as interactive trainings on negotiation, presentation and chairing techniques. In addition, the DA carries out trainings on protocol, international event and delegation management as well as seminars on the effective use of press, PR and Social

Media techniques in a European context. EU related language trainings are also available.

The DA also offers courses within the framework of the European Diplomatic Programme, a common training programme for foreign service officials from all EU member states, the European External Action Service, the European Commission and the General Secretariat of the Council.

SUMMER SCHOOLS AND ACADEMIC COOPERATION PROGRAMMES

Inter-University Summer School on European Policy Making (Diplomatische Akademie Wien – Vienna School of International Studies, Institute for European Studies at Vrije Universiteit Brussel, University of Vienna)

Since 2014 the DA, the Institute for European Studies (IES), and the University of Vienna have jointly organised the inter-university Summer School on EU Policy-making. These two-week programmes are held in Brussels (first week) and Vienna (second week) and are geared towards international students and young professionals who have a background in European studies, political science, history, law or economics, as well as junior professionals and EU practitioners who wish to broaden their knowledge of the EU.

Each edition of the Summer School focuses on a pressing policy issue (e.g. Security in the EU) and combines lectures on EU institutions and decision-making procedures with study visits

and simulation games; numerous extra-curricular leisure and networking activities round off the programme.

Summer School for the European Studies Institute/ MGIMO University, Moscow

The DA organises a week-long tailor-made Summer School for students of the European Studies Institute at the Moscow State Institute of International Relations (MGIMO University). The Summer School (a Jean Monnet project) is centred on common topics of interest to both the European Union and Russia, and consists of a theoretical introduction followed by a practice-oriented skills training.

Participants can better grasp the global relevance of the topics discussed during these Summer Schools through study visits to international organisations in Vienna.



Summer Course for German Language and Austrian Studies

Summer Courses for German Language and Austrian Studies are organised by the DA in August and offer four weeks of intensive German classes for learners of all levels. They are suited for students, diplomats and their spouses, as well as interested participants from other professional fields. Candidates 18 and over can participate in this programme.

International Experience at the DA Campus

Summer Course participants come from all over the world and enjoy the vibrant international spirit and multiculturalism of the DA Campus. The DA, located in a former Imperial Palace in the centre of Vienna, provides a great environment for study and exchange. The Academy offers participants guest rooms on its premises and a beautiful private garden.

Experienced Trainers and State-of-the-Art Methodology

The Summer Course team consists of highly qualified teachers with long-standing expertise in teaching German as a Foreign Language to adults. Participants benefit not only from the latest methodological and didactic insights of linguistics, but from highly practice-related course materials. Teaching in small groups facilitates the accommodation of individual needs and requests, including preparation for internationally recognised language certificates.

Course Programme: Lectures, Excursions and Leisure Activities

Four-hour language training classes in the morning are followed by additional in-depth lectures, excursions and a range of leisure activities in the afternoon, depending on the course options chosen by candidates. Special lectures cover various aspects of Austrian politics, history, economics, and culture. Study visits to international organisations based in Vienna illustrate the global standing of the city. Moreover, participants explore the beauty of the Austrian countryside through day-trips to picturesque destinations outside of Vienna. A hike through vineyards, wine tasting, and many more fun activities complete the rich programme. Last but not least, dance classes teach participants how to waltz like the Viennese.

Exploring the many facets of Vienna

"City research projects" encourage participants to deepen their knowledge of the many facets of the Austrian capital. They also encourage them to put their German language skills acquired in the classroom into practice.



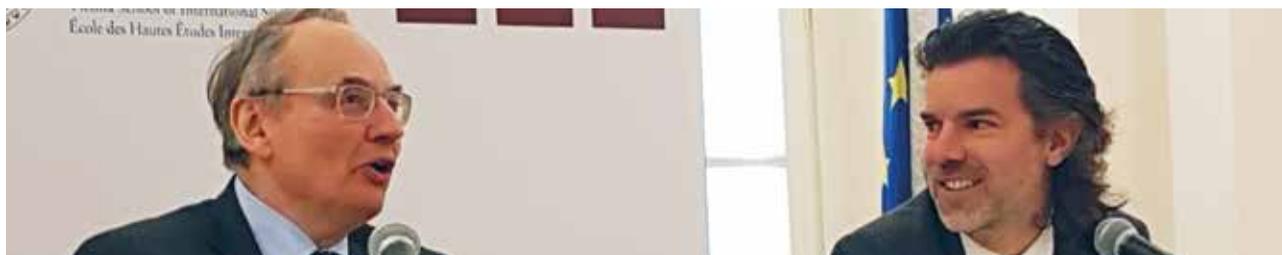
'First class experience of learning a language, meeting fascinating people from all around the world and exploring beautiful Vienna during extracurricular activities. The classes are demanding yet rewarding, teaching methods are highly effective. Total immersion into language, culture and history thanks to incredible teachers. This outstanding program at DA exceeded my expectations and the memories will last for life.'

**Barbora Burianova,
Summer Course Participant 2019**



'The opportunity of learning a beautiful language and practising it while you go deeper into the history, the culture and the daily life of a magnificent country such as Austria. The experience of knowing, understanding, and interchanging a lot of points of view of many people from different parts of the world is simply enriching.'

**Jaime Hernández,
Summer Course Participant 2018**



Le DFP RI (Diplôme de français professionnel des Relations internationales) a été créé à la demande du Ministère français des Affaires étrangères et du Développement international et de l'Organisation internationale de la Francophonie. Ces deux institutions soutiennent l'usage de la langue française au sein des organisations internationales et dans les échanges politiques et diplomatiques à l'international.

Ce diplôme est issu de la collaboration entre le Centre de Langue Française de la CCI Paris Ile-de-France, spécialiste depuis plus de 50 ans des diplômes professionnels et de l'équipe pédagogique du département de Français de la DA, l'École des Hautes Études Internationales de Vienne.

Le DFP RI est un diplôme professionnalisant, offrant des certifications du niveau B1 à C1. Il atteste de la capacité d'un professionnel dans le secteur des relations internationales et de la diplomatie à travailler en français : comprendre et produire des écrits spécifiques à ce secteur, avec le lexique approprié, comprendre et interagir à l'oral avec ses homologues et interlocuteurs. Le diplôme est internationalement reconnu et valable à vie.

L'ÉQUIPE ENSEIGNANTE ET MÉTHODOLOGIE

L'Académie dispose d'une équipe de professeurs de langue maternelle française hautement qualifiés et expérimentés possédant une formation spécifique pour l'enseignement du français des relations internationales et de la diplomatie.

Les Diplômes de français professionnel s'appuient sur la méthodologie du français sur objectif spécifique (FOS), dont l'objectif est précis et spécifique, se rattachant à des tâches et activités d'un domaine professionnel identifié, sur la base de documents et supports authentiques.

L'enseignement est dispensé en petits groupes. L'équipe pédagogique est soucieuse de répondre aux attentes et besoins de chaque participant.

PROGRAMME DES COURS ET VISITES D'ÉTUDE

Semaine en Français des relations internationales et préparation au DFP RI (diplôme de français professionnel en relations internationales) aux niveaux B1, B2 et C1. Cinq heures de cours par jour. Les après-midis sont consacrés à l'approfondissement de certaines compétences langagières et de visites d'études.

Les participants peuvent également découvrir les organisations internationales qui ont leur siège à Vienne, de même que les institutions autrichiennes et d'en rencontrer les représentants.

EXAMEN

L'examen se passera à la fin de la semaine intensive de préparation. Les activités écrites sont faites sur ordinateur. Les activités orales sont enregistrées sur une tablette numérique.

CONTACT DETAILS

Further details and information under www.da-vienna.ac.at/training or contact training@da-vienna.ac.at



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