Your Erasmus+ traineeship in Vienna.

Studying at a university abroad and planning an Erasmus+ traineeship as part of your degree? Spend two to twelve months with our team in the heart of Vienna, with ACCELERAS as your host organisation.







2 to 12 months
the usual length

32+ hours a week
the minimum with us

English
our working language, at least B1

Mentor
throughout your traineeship

Erasmus+ grant
from your home university

Vienna, 1st district
Rauhensteingasse 7/18

YOUR TRAINEESHIP

Two worlds of work, one traineeship

An Erasmus+ traineeship with us brings together two worlds of work: an enterprise and an NGO. You support every stage of our work and learn as you go.

THE ENTERPRISE

ACCELERAS

Our strategic international projects in education, research and innovation, together with partners across Europe.

THE NGO

EMOTiC

We work closely with EMOTiC and its 15+ Erasmus+ mobilities a year: youth exchanges and training courses.

As a trainee you support the preparation and implementation of these projects and mobilities at every stage. You are a learner too: you learn from these opportunities and earn more certificates. And you work and collaborate with our local interns based in Vienna.

THREE ELEMENTS

01

Learning

Learn from the projects and mobilities you support, join our trainings and seminars, and earn certificates along the way.

02

Practice

Support the preparation and implementation of our international projects and of EMOTiC's youth exchanges and training courses, at every stage.

03

Capstone project

Plan and carry out a project of your own with the support of your mentor, and present your results at the end of your traineeship.

Extra certificates from our MOOCs Complete the online courses (MOOCs) we recommend from our EU projects at your own pace, and earn a certificate for each.

AREAS

Get involved in all areas

You don't choose just one area: as a trainee you get involved in all of them, work across topics and learn how the different parts of our work fit together. We match your tasks to the learning goals in your Learning Agreement.

EU funding & proposals
Research calls and partners, and help prepare proposals for Erasmus+, Horizon Europe, CERV and other programmes.

Project management
Plan tasks and timelines, coordinate with partners, prepare meetings and keep track of our European projects.

Research
Desk research, surveys and interviews, and turning findings into reports, articles and project results.

Learning & development
Help prepare our seminars and trainings, and learn practical, interactive methods from our trainers.

Digital & AI
Support our digital products and AI tools, from testing and feedback to content and documentation.

Graphic design
Design visuals, posters, certificates and publications, following the EU visibility rules and our own style.

Social media & communication
Create posts and short videos, tell the stories of our projects and keep our channels updated.

Partnerships
Find partner organisations across Europe and beyond, and keep our network of 30+ partners informed.

Events and activities
Organise workshops, seminars and project events with the team, from the first idea to the evaluation afterwards.

Promotion and recruitment
Promote our events on social media, with posters and through partners, and recruit and register participants.

Logistics for trainers
Prepare the room, materials and equipment, welcome participants, keep time and help with sign-in lists.

General
A mix of tasks where help is needed most, from event logistics and administration to translations and archiving.

Who can apply

- You are at least 18 years old
- You are enrolled at a university or higher education institution that takes part in Erasmus+
- The traineeship is part of your studies and recognised by your home institution
- You can work at least 32 hours a week during your traineeship
- You speak English at B1 level or above
- You are motivated, reliable and curious about European cooperation

What we offer

- Real responsibility in European projects from day one
- A mentor and regular feedback on your learning goals
- An international team in the heart of Vienna
- Teamwork with our local interns based in Vienna
- The chance to join our trainings and seminars
- A signed Learning Agreement and a certificate at the end of your traineeship
- Extra certificates from the MOOCs we recommend
- A recommendation letter for your future applications

HOW TO APPLY

Four steps to Vienna

1

Talk to your international office
Check that you are eligible for an Erasmus+ traineeship grant, and ask about deadlines and documents.

2

Send us your application
Email us your CV, a short motivation, your dates and the name of your university.

3

Agree on your traineeship
We have a short call, agree on your tasks and learning goals, and sign the Learning Agreement for Traineeships.

4

Start in Vienna
You receive your Erasmus+ grant through your university and join our team. At the end you receive your certificate.

Send your application to

contact@acceleras.io

Please include your CV, a short motivation, your dates and the name of your university, and put "Erasmus+ traineeship" at the beginning of the subject line. Apply early: many universities have fixed deadlines for Erasmus+ traineeship grants.

Scan for the full page