



ASEF HIGHER EDUCATION innoLab

Open Call for Expert Facilitator

Overview

The Education Department of the Asia-Europe Foundation (ASEF) is seeking an **Expert Facilitator with Design Thinking and Online Learning Design skills** for the ASEF Higher Education Innovation Lab (ASEFInnoLab).

About the Asia-Europe Foundation (ASEF)

ASEF is an intergovernmental not-for-profit organisation which brings together the peoples of Asia and Europe to address common global challenges. ASEF promotes understanding, strengthens relationships and facilitates cooperation among the people, institutions and organisations of Asia and Europe. For more information, please visit <https://asef.org/about/what-we-do>

About the Education Department

ASEF's Education Department (ASEFEdu) connects youth, students, teachers & educators, higher education & EdTech experts with policy makers from 51 countries across Asia and Europe. Our projects facilitate exchange of knowledge and peer learning and contribute towards innovation in formal and informal education through technology. ASEFEdu contributes to the [ASEM Education Process](#), a bi-regional policy and collaboration platform by Asian & European Ministries of Education, and informs the ASEM Education Ministers' Meetings (ASEMMEs) with evidence based project outputs. For more information, please visit <https://www.asef.org/projects/themes/education>

About ASEF Higher Education Innovation Lab (ASEFInnoLab)

The ASEFInnoLab is an 8-week long online learning and networking experience for managers in higher education, taking place throughout November-December 2020. The project will explore the role of universities in national and regional innovation ecosystems in the age of artificial intelligence and apply a design thinking approach to assist participants in building innovative strategies to work with businesses, policy makers and international partners in these ecosystems.

Intended Learning outcomes:

- ◆ Enhance university managers' understanding of Data and AI Innovation ecosystems
- ◆ Equip university managers with skills and knowledge to advance innovation ecosystems at home by creating their own action plans
- ◆ Enable and facilitate the establishment of a sustainable peer support network among participants from Asia and Europe

In partnership with [Fudan University](#) (Shanghai, China) and the [Association of Pacific-Rim Universities](#) (APRU), ASEFInnoLab will comprise of a series of webinars and interactive training sessions led by experts.

For more information about ASEFInnoLab, please visit <https://www.asef.org/projects/themes/education/5032-asef-innolabs->

About the Position

The Expert Facilitator will work directly with the ASEFINnoLab team to design the programme and assist with the implementation. She/he is expected to shape the programme to help university managers reorient their university strategy and advance sustainable innovation ecosystems in the field of Data Science and Artificial Intelligence (AI).

She/he should maintain constant communication with the ASEFINnoLab team from the beginning until the end of the engagement. Ideally, she/he should be comfortable working in a multicultural environment and able to balance the strategic goals of different stakeholders.

Main Responsibilities

Work in close collaboration with and advise the ASEFINnoLab team in the following areas:

- ◆ Design an 8-week long online programme for university managers with a focus on the role of universities in AI innovation ecosystems
 - Design a methodology for sharing of expertise and work closely with speakers to facilitate effective peer-learning among participants
 - Determine the role of speakers and experts according to the programme
 - Ensure that the programme meets the learning outcomes stated above
 - Ensure that the programme contributes to the establishment of a sustainable network of university managers for further support, learning and sharing
- ◆ Facilitate the 8-week long online programme between November-December 2020.

The concrete extent of above responsibilities are subject to agreement.

Requirements for the Position

- ◆ Must be a citizen of the [51 ASEM Partner Countries](#)
- ◆ Excellent communication skills (Please note that the working language is English)
- ◆ Expertise in design thinking approach and in online training methodology for managers/executives
- ◆ Substantial prior experiences in managing or facilitating workshops for executives or managers, especially on strategy and innovation in higher education

Candidates who have prior experience in designing and facilitating workshops on Innovation and or/ Artificial Intelligence would be an advantage.

Honorarium

Selected candidate will be offered an honorarium which will be discussed during the interview.

How to Apply

Interested candidates should write an email to innolab@asef.org latest by **Friday, 14 August 2020** with the following content:

- 1) Curriculum Vitae (CV) attached – not more than 2 pages
- 2) A short write-up about:
 - a. Previous workshops/courses designed and/or facilitated
 - b. Overview and examples of stakeholders engaged in your previous work (academia, policy makers, governments etc.)
- 3) Any other media files or webpage to demonstrate your competency

Selected candidates would be called for a virtual interview.

More Information

For more information, please contact Ms Reka TOZSA (E: reka.tozsa@asef.org) & Mr Andy CHAN (E: andy.chan@asef.org).

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