# SATECON UoM Project Manager ToR

**Expert Position: Project Manager (100%)**

**Project:** Smart, Innovative and Sustainable Agriculture – SATECON (HR-BA-ME00486)
**Implementing Institution:** University of Montenegro (UoM)
**Contract Type:** Consultancy Contract – Full-time Engagement
**Duration:** [Insert period, e.g., 36 months, starting 01.09.2025]
**Location:** Kotor / Podgorica, Montenegro

## 1. Background

The **University of Montenegro** participates in the **SATECON – Smart, Innovative and Sustainable Agriculture** project under the Interreg VI-A IPA Croatia–Bosnia and Herzegovina–Montenegro 2021–2027 Programme.
The project runs from **1 September 2025 to 31 August 2028** and aims to **improve the quality, reduce costs, mitigate risks, and increase competitiveness** of agricultural producers by developing research and innovation capacities and introducing **smart technologies** across the agricultural and mariculture sectors of the three participating countries.

SATECON addresses the **shared territorial challenges** of climate change, inefficient resource use, rural depopulation, and the low adoption of digital tools in agriculture. Farmers across the region face similar constraints — unpredictable weather patterns, limited water and land resources, an aging rural workforce, and insufficient access to innovative solutions. The project provides an integrated response through the development and transfer of **digital, data-driven, and sustainable agricultural technologies**, enhancing both productivity and environmental performance.

The **innovative approach** of SATECON lies in its cross-border structure, combining **technological innovation, policy alignment, and capacity building** under one operational framework. By developing shared solutions, testing them through pilot actions, and creating a long-term collaboration mechanism (AKIS – Agricultural Knowledge and Innovation System), the project supports institutional transformation and the uptake of digital agriculture in the South Adriatic region.

Key results include:

* **Result 1:** A cross-border network of organizations (agricultural chambers, producer associations, research institutions) cooperating on smart agriculture solutions after project completion.
* **Result 2:** At least three of six developed **technological packages** (in viticulture, olive farming, orcharding, livestock, greenhousing, and mariculture) adopted or up-scaled by partner institutions or producers during or after the project.

The project is structured around four Work Packages (WPs):

* **WP1 – Strategic Framework and Operational Planning:** Establishment of a harmonized framework for digital transformation in agriculture and development of national action plans and the AKIS digital platform.
* **WP2 – Educational Curriculum Development:** Strengthening the educational and advisory capacity through modular curricula and six SATECON Classrooms for training and lifelong learning.
* **WP3 – Technological Solutions for Agriculture:** Joint development, customization, and pilot validation of six smart technology packages across selected sectors and countries.
* **WP4 – Organizational Network and Capacity Building:** Creation of an expert network, training and mentorship programmes, dissemination, and media activities to ensure long-term adoption and collaboration.

The **University of Montenegro** contributes to all Work Packages, focusing particularly on pilot implementation in Montenegro, establishment of the SATECON Classroom, coordination of local partners, and dissemination of results within national and regional networks.

## 2. Objective of the Assignment

The objective of the assignment is to ensure effective management, coordination, and implementation of all SATECON project activities at the level of the University of Montenegro, guaranteeing compliance with the approved work plan, budget, and reporting obligations.

## 3. Main Tasks and Responsibilities

Under the direct supervision of the UoM Project Director, and in close collaboration with the Lead Partner’s Project Technical Coordinator (PTC), the Project Administrative Office (PAO) and Work Package Leaders, the Project Manager will be responsible for:

* Overseeing day-to-day management and implementation of project activities at the UoM level;
* Coordinating internal communication between researchers, administrative staff, and financial officers involved in the project;
* Preparing technical and administrative progress reports for submission to the Lead Partner;
* Monitoring implementation of activities, deliverables, and timelines within assigned Work Packages;
* Organizing project meetings, workshops, and other events hosted by UoM;
* Ensuring that project outputs and results meet quality standards and contractual obligations;
* Supporting the visibility and communication of project activities at the national and cross-border level;
* Liaising with the SATECON Board of Partners, PTC, and Joint Secretariat as required;
* Assisting in budget monitoring and financial control in coordination with the UoM financial team;
* Maintaining proper documentation, correspondence, and project archives in line with Interreg IPA Programme requirements.

## 4. Deliverables and Outputs

* Regular UoM project progress reports (technical and financial inputs);
* Records of meetings, events, and visibility actions organized at UoM;
* Updated project documentation and communication with partners;
* Contributions to quarterly and final project reports submitted to the Joint Secretariat.

## 5. Qualifications and Skills Required

* University degree in management, economics, environmental sciences, agriculture, or related field;
* Minimum 5 years of professional experience in project management, preferably in EU-funded projects (Interreg, Horizon, Erasmus+ or similar);
* Proven experience in coordination and reporting;
* Excellent command of English and Montenegrin (oral and written);
* Strong organizational, communication, and problem-solving skills;
* Proficiency in MS Office, collaborative tools, and document management systems.

## 6. Reporting and Supervision

The Project Manager reports directly to the **UoM Project Director** and works closely with the **UoM Administrative and Financial Officers**.

## 7. Duration and Level of Effort

Full-time engagement (100%) for the entire project implementation period, with renewal subject to satisfactory performance and project needs.