

The University Hospital of Munich is one of the largest and most efficient university hospitals in Germany and Europe. 49 specialized clinics, departments and institutes with excellent research and teaching enable patient care at the highest medical level. Around 10,000 employees are involved in this.

The Institute for Medical Education at the University Hospital of the Ludwig- Maximilians- University Munich is looking for a

Student Assistant (m/f/d)

to support the international activities in the field of healths professions qualification and the AMEAR (African Medical Education and Research Network) project from the 15.09.2023 initially limited until 31.07.2024, for up to 10 hours per week.

Your responsibilities:

- Support the planning, implementation and evaluation of the international Academic Teacher Training Course (ATTC) for university lecturers of LMU and CIH partner universities.
- Support in the administration and supervision of the international course participants.
- Creation and editing of (video) tutorials and course video recordings.
- Administrative tasks in the context of the AMEAR call for proposal.
- Assistance in other activities related to the international cooperation of the Center for International Health (CIH).
- Support in public relations (e.g.: creation of contributions to the CIH website, LinkedIn, Instagram).

Our requirements:

- Reliable and careful way of working
- Good written and spoken German and English skills
- Good media skills (including e-learning tools such as ZOOM, Moodle, Miro, other tools)
- Advanced knowledge of Microsoft Office (Word, Excel, PowerPoint)
- Flexibility in terms of time
- Interest in the topic of higher education didactics / adult education in an international context
- Interest in scientific work
- Intercultural competence

Our offer:

- Cooperation in a young interdisciplinary and international team in a diversified working environment.
- After a thorough introduction, the majority of the work can be done from home in a flexible time schedule.

In the case of candidates who are equally suitable, preference is given to people with severe disabilities. Unfortunately, interview costs cannot be reimbursed.

For further information about the position and to send your application (by August 9, 2023),

please contact **Marie-Cathérine Rausch, phone: 089/ 4400 57216, email contact:**

mariecatherine.rausch@med.uni-muenchen.de , homepage: <http://dam.klinikum.uni-muenchen.de> - <https://www.cih.lmu.de/>

We look forward to receiving your application! (Job offer published: July 2023)