



Tübingen, May 17, 2023

Two Positions for Student Assistants (m/f/d) Available for 15-25 Hours per Month

Prof. Michael Butter and his team are seeking to hire two student assistants to support their work.

We are looking for candidates who are:

- enrolled in one of the B.A. or B.Ed programs of the English Department
- fluent in written and spoken English and German
- well-organized, motivated, punctual, and reliable
- able to work in a team
- skilled in common computer applications (MS Office)
- interested in learning more about the daily work of their instructors
- ready to start on October 1, 2023

Your tasks would include:

- supporting the teaching of the team (literature research, scanning and copying of primary and secondary sources, compiling course packs, setting up Moodle pages, etc.)
- supporting the research of the team (literature research, proof-reading, formatting, etc.)
- assisting in the organization of conferences and workshops

We offer you:

- a salary of € 12 per hour, as per university regulations
- a friendly and supportive atmosphere
- insights into the workings of the department from “the other side”
- flexible working hours allowing you to easily combine your work and studies

Your application should include:

- a cover letter
- a CV
- a term paper you submitted at the department
- your transcript

Please send your application as one PDF file to michael.butter@uni-tuebingen.de and direct all questions to him. The deadline for applications is June 15, 2023.

Women are strongly encouraged to apply. People with disabilities and equal suitability will be given preferential consideration.