

Open Position:

Student Assistant in Entrepreneurship and Innovation (40 hrs./month)

Our team at the Institute of Entrepreneurship and Innovation Science (ENI) is looking for a new Student Assistant starting in winter term 2023/24.

Position Description:

Are you looking for a unique opportunity to contribute to an interdisciplinary workspace researching innovation and entrepreneurship? Responsibility, self-organization and collaboration are values you can identify with? We would love to welcome you as a team member of ENI. Our team members come from various backgrounds, ranging from cultural and sociological studies to STEM-disciplines and beyond. In our team, we share the mission to bring forward excellent research, teaching, and transfer in the fields of digital and technological innovation and entrepreneurship.

We are seeking a motivated and skilled student (currently enrolled) to join our team as a part-time Student Assistant. As a Student Assistant, you are an all-rounder, on the one hand supporting your team members in different research, teaching, and transfer projects. On the other hand, you will have the chance to independently work on, conceptualize, and develop topics that help us move forward.

Your Responsibilities:

- Support and assist in interdisciplinary research and teaching activities
- Collaborate with a variety of team members in different projects
- Support in the development of content and materials, such as documents and presentations in Word, Powerpoint etc.
- Support the coordination of meetings, internal and external events, and deadlines.

Your Profile:

- You are currently enrolled as a student at the University of Stuttgart or Stuttgart Media University
- You are self-motivated, proactive, and can work through tasks independently.
- Proficiency in MS Office applications (Word, Powerpoint, Excel) is essential – further EDV skills are a plus
- English language skills, both written and spoken.
- Ideally, you have interest in and experience with public relations, corporate and/or science communications and are keen to work with content management systems (OpenCMS)

What we offer to You

- An opportunity to work and gain experience in the fields of scientific research, research transfer activities, and project management
- Support and learn from experts in the fields of innovation and entrepreneurship
- Take part in planning, conducting and evaluating innovative events and communication measures
- Flexibility in working remote or on-site at our offices at the research campus ARENA2036
- Working time of 40 hours per month

How to Apply:

To apply for the advertised position, please send your CV and short overview of your credits via e-mail to Dr. Andreas Wahl:

andreas.wahl@eni.uni-stuttgart.de

We are looking forward to receiving your application and meeting you personally!