

The University of Göttingen in Germany is currently inviting applications for two positions for

Scientific coordinators

each with 50% of the regular working hour (currently 19,9 hours per week) starting as soon as possible

The salary offered for this position is in accordance with the German collective labor agreement for public sector TV-L E13

All genders welcome

These positions are permanent and will be part of a pool of coordinators of the University of Göttingen. The core work of the positions is scientific management of Collaborative Research Centers (CRC) or Research Training Groups funded by the German Research Foundation (DFG). The coordinator/s will be associated with the **Research Training Group (RTG) 2300 ‘Enrichment of European beech forests with conifers: impacts of functional traits on ecosystem functioning’ (EnriCo)** and/or **Research Training Group (RTG) 2756 “Cytoskeletal elements of active matter – from molecular interactions to cellular biophysics (CYTAC)”** (for more details, see below) for the duration of the projects. At the end of the projects, the position holder/s will take over comparable coordination and project management positions within the University, for example in a new CRC or RTG.

The scientific coordinator/s will support the spokesperson of the project in management and administration. They will be responsible for the smooth and effective running of the group in research and training of the relevant PhD students. They will be the main contact person for all members of the research consortium regarding administrative and organizational aspects.

The main tasks of a coordinator include:

- Overseeing and planning of the proposed activities in close interaction with the spokesperson.
- Taking care of all financial issues in the project, in collaboration with the finance department and the funding agency (DFG)
- Preparation and coordination of writing renewal proposals and support of the review process
- Advising and supporting PhD students in administrative, research and career-related issues as well as in personally challenging situations
- Planning and organization of events, such as annual assemblies, seminars, guest lectures, in the course of the project including arranging the travel and stay of guests
- Set up and maintenance of communication channels between all members of the project as well as all relevant partners (university administration, funding agency (DFG), and external cooperation partners)
- Preparation and documentation of all relevant meetings including minute taking for the steering committee meetings and plenary assemblies
- Facilitating the flow of information, in particular among the group of doctoral researchers, through various formats including mailing lists, weekly meetings and including the choice and implementation of respective digital tools
- Preparing and overseeing the recruitment process for the PhD students
- Maintaining the website of the project and supporting social media and PR activities
- Organizing measures to foster gender awareness

Applicants should have completed at least a master’s degree and be familiar with PhD studies and all aspects of scientific project management in academic research, ideally from coordinating a Research Training Group (RTG) or a Collaborative Research Center (CRC) or from similar coordination and management work experience. Experience with the internal processes and structure of the University of Göttingen are advantageous. We expect a high commitment to facilitate excellent research in the respective projects as a coordinator. Experience in working in multinational and interdisciplinary research environments are advantageous.

We are looking for applicants who are highly effective and efficient, and who are self-motivated and can work equally well as part of a team. The candidates should be able to deal with temporary work peaks and stressful situations. Excellent communication skills as well as fluent spoken and written English and German are required. Excellent software knowledge of Microsoft applications is required. Experience in managing administrative data and with maintaining websites (e.g. GCMS) and graphic programs is a plus. High affinity with the application of digital tools, facilitating communication and organization and interest in finding and implementing new skills is appreciated. Awareness of the importance of diversity in science is required.

Current and upcoming coordinated research projects:

A position with 50% of the regular working hour (currently 19,9 hours per week) is offered within the DFG-funded **Research Training Group (RTG) 2300 ‘Enrichment of European beech forests with conifers: impacts of functional traits on ecosystem functioning’ (EnriCo)**.



The interdisciplinary Research Training Group 2300 (EnriCo) was established in 2017. In eleven closely linked subprojects, PhD students from forest science, soil science, animal ecology, wildlife science, nature conservation, modelling, economics, and applied statistics explore the potential of mixed forest stands for supporting multifunctional forest management. More specifically, the RTG addresses European temperate forests dominated by European beech and try to uncover the effect of admixed conifer tree species on ecosystem processes and services of such forests with a special focus on the importance of functional traits. Our study design includes five stand types composed of European beech (*Fagus sylvatica*), Norway spruce (*Picea abies*) and Douglas fir (*Pseudotsuga menziesii*) forests and their mixtures. We hypothesize that mixtures of European beech with conifers show higher functional diversity than pure European beech stands, resulting in higher resilience and providing multiple ecosystem services. Preliminary results of the first funding period of EnriCo (2017-2022) suggest a strong effect of abiotic site conditions on many response traits, which turned out to be further modified by tree species identity. The second phase (2022-2026) will focus on ecosystem processes. For more information, please visit <https://www.uni-goettingen.de/en/publications/616578.html>.

The scientific coordinator will be associated with the research group of the speaker of the RTG 2300, **Prof. Dr. Christian Ammer** (<https://www.uni-goettingen.de/en/67090.html>). Questions regarding this project may be directed to him.

A position with 50% of the regular working hour (currently 19,9 hours per week) is offered within the DFG-funded **Research Training Group (RTG) ‘Cytoskeletal elements of active matter – from molecular interactions to cellular biophysics (CYTAC)’**.



The cytoskeleton is a complex network of protein filaments of living cells. It is responsible for mechanical and dynamic properties of the cell and thus instrumental for many important cellular functions. This Research Training Group is devoted to investigating the cytoskeleton at many different scales - from the level of individual molecules, through mesoscopic filaments and membranes, all the way to cells. Naturally, this research is performed in a highly interdisciplinary manner and involves physics, physical and bio-chemistry, cell biology and mathematical data analysis. For more information, please visit www.uni-goettingen.de/rtg2756.

The scientific coordinator will be associated with the research group of the speaker of the RTG 2756, **Prof. Dr. Sarah Köster** (<https://www.uni-goettingen.de/de/91107.html>). Questions regarding this project may be directed to her.

The University of Göttingen is an equal opportunity employer and places particular emphasis on fostering career opportunities for women. Qualified women are therefore strongly encouraged to apply. The University has committed itself to being a family-friendly institution and supports their employees in balancing work and family life. The mission of the University is to employ a greater number of severely disabled persons. Applications from disabled persons with equivalent qualifications will be given preference.



You are invited to apply for either one or both positions. Please specify your respective interest in your application.

Please send your application/s by email to bewerbung.rtg@gwdg.de until August, 29, 2022 at the latest.
The selection procedure will take place between 12 and 20 September 2022.

For questions on the application process, please contact bewerbung.rtg@gwdg.de.

Please note:

With submission of your application/s, you accept the processing of your applicant data in accordance with the data protection law. Further information on the applicable law and data usage is provided in the *Hinweisblatt zur Datenschutzgrundverordnung* (DSGVO) (<http://www.uni-goettingen.de/hinweisdsvo>).