

Scientific Coordinator (m/f/d) of the SFB/TRR 355

The SFB/TRR 355 is a transregional collaborative research center focusing on understanding the heterogeneity of regulatory T cells (www.trr355.uni-mainz.de). The work place is located at the Institute for Molecular Medicine at the University Medical Center Mainz.

As Scientific Coordinator (m/f/d) you will work closely with the SFB spokesperson and share your tasks with other coordinators. We offer a varied job in an attractive, international and modern environment with a pleasant working atmosphere and good training opportunities.

YOUR TASKS:

- Central coordination tasks on academic level (university hospital/university)
- Preparation of interim and final reports for the DFG
- Planning and organization of conferences and retreats
- Planning and organization of seminar series
- Supervision of visiting scientists
- Participation in the conception and coordination of follow-up applications
- Development of gender equality measures
- Public relations

YOUR PROFILE:

The candidate is expected to hold a PhD degree in the natural sciences. We seek an enthusiastic, self-motivated person who works in a structured manner and has excellent communication, motivational, and organizational skills. Experience and ability working in a multinational environment is advantageous. The candidate must be fluent in English and German and must hold strong communication skills, both written and oral.

WE OFFER:

The position is part-time (50%), initially limited till 31.12.2026. In case of successful extension of the SFB, further employment will be sought. Remuneration is in accordance with the company's collective wage agreement with EG 13 if the suitability requirement is met, as well as additional pension and social benefits. The University Medical Center Mainz offers numerous employee benefits such as job ticket, bicycle leasing and participation in benefit programs. Childcare options are also available.

In case the candidate has the required qualifications and is interested, there is the possibility to complement the position to a full-time EG 13 as a postdoctoral fellow in the lab of Ari Waisman.

We welcome applications from people of all backgrounds. If suitable, disabled applicants will be given preferential consideration.

The position is vacant from 01.01.2024. For further information and sending your application please refer to Dr. Lisa Johann (johann@uni-mainz.de ; 06131-17-9054).