Vacancy - Student assistants

The RTG 1666 GlobalFood is offering one or two student assistant positions as soon as possible. The main task, besides supporting the general research activities of the group, will be to support the scientific and organization team of the **GlobalFood Symposium** that takes place from **23 - 25 April 2020** in Göttingen. We expect around 250 participants for all over the world to join us for this scientific event. Information on the last symposium, that took place in 2017, can be found here: http://www.uni-goettingen.de/de/535764.html

Tasks	• Support the symposium organization team, e.g. regarding communication with the participants, catering, hotel and room reservations, homepage management, conference material, program, submission and peer review process, registration, on-site support during the symposium, etc. • Support the group with research tasks such as literature search and data management • Support the group with other administrative tasks such as courses and workshops, update of websites, office tasks, etc.
Working hours and conditions	• 20-30 h/month until Dec 2019, from Jan-May 2020 increased to around 40-50 h/month • Working hours: once or twice a week until Dec 2019, more frequent from Jan-May 2020 • Flexibility and availability, especially Mar-Apr 2020 • Hourly pay according to standard wage (Bachelor students: 9,93 EUR; Master students: 11,55 EUR)
Requirements (If you do not fulfill all requirements, please still consider applying)	• BA or MA student in Economics (preferably Agricultural Economics or Development Economics), or related disciplines, with interest in GlobalFood topics and events • Availability until May 2020 is a must • Very good academic achievements • Experience/interest in organizing events, meetings, and/or other organization tasks • Experience/interest in website maintenance • Strong communication skills, team spirit, flexibility, dedication • Very good English skills and very good or good German skills • Experience in working with diverse groups • Familiarity with MS Office package • Knowledge of statistical methods and software such as STATA, R or SPSS, GIS (ArcGIS, QGIS), latex
Documents (all three documents merged into a single PDF)	• CV including information on knowledge of statistical software and languages (in English) • Motivation letter (in English) • Transcript of records (for BA students: of ongoing BA program; for MA students: of completed BA and ongoing MA program)

Please send your application until **31.05.2019** via email, including the complete application documents as a **single** PDF (applications with separate attachments will not be accepted) to Jessie Lin (jessie.lin@uni-goettingen.de).