August 2021

Job Offer

The **Mannheim Center of Entrepreneurship and Innovation (MCEI)** is searching for support for our MCEI Initiative and the KI-Garage Project – starting September 2021

Student assistant (m/f/x) with or without a degree

(ca. 40 hrs/month)

As student assistant you will be working in our MCEI team and will be responsible for event management as well as for our website and social media channels. Your main tasks include planning events, coordinating speakers and partners, writing and publishing posts, informing our community about current events and opportunities.
Besides your core tasks, you will support us with the KI-Garage project which is conducted together with our partners University of Heidelberg and KIT.

Your background/ characteristics

- Passion for Startups and Entrepreneurship
- You love meeting and connecting people
- Excellent organizing skills and ideally some event management experience
- Excellent communication skills in German and English
- Flexibility and willingness to accompany evening and occasional full day events
- Hands-on-mentality and high problem-solving affinity
- Student at a college or university in Germany (Bachelor or Master) with a timely horizon of min. 1 year

What we offer

- High flexibility and lots of opportunities to bring in creative ideas
- Getting introduced to key players/ stakeholders in Mannheim's startup ecosystem and the German startup scene
- Flexible home office possibilities
- Working in a young and dynamic team
- Becoming part of the MCEI team and the Chair of SME Research and Entrepreneurship (Prof. Woywode)
- Compensation according to the University compensation plan for student assistants

Zertifikat seit 2006 audit familiengerechte hochschule

In order to apply, please submit your application documents (CV, motivation letter) preferably via e-mail (**application deadline 19 September 2021**):

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