



Zurich, 31.10.2022

Student Assistant / Hilfsassistent:in Position (20%)

The Department of Political Science at the University of Zurich (www.ipz.uzh.ch) invites applications for a fixed-term (6 months; extension possible) Student Assistant / Hilfsassistent:in (20%) starting on January 1, 2023. The position is specifically meant to support Prof. Karsten Donnay and Prof. Fabrizio Gilardi for the coordination of the “Democracy” community of the Digital Society Initiative (DSI) (www.dsi.uzh.ch) at the University of Zurich.

Responsibilities

The position as community manager provides administrative support for the “Democracy” community within the DSI. This includes preparing weekly coordination meetings, supporting the organization of a series of events and workshops, and managing the community’s internal and external communication (website, social media, newsletter, emails etc).

Level of employment

20%

Qualifications

The position is suitable for both BA and MA students who are interested in supporting the ongoing efforts at the University of Zurich in the area of digitalization.

Applicants for this position should meet the following requirements

- Enrolled in a political science degree program
- Good oral and written communication skills in German and English
- High degree of self-motivation and excellent work ethics
- Ability to work flexibly depending on tasks

Language requirements

English and German.

We offer

- Working with an interdisciplinary community of researchers that tackle challenges in the area of digitalization and politics
- Gaining experience organizing academic and public outreach events and communicating academic research to a broad, public audience
- Opportunity to establish a network with many different people both within and outside academia
- A workspace at the department



This position opens on

The starting date for the position is **January 1, 2023** (later start may be possible). This is a fixed-term position with an initial duration of six months, i.e., January to June 2023, with a possible extension subject to continued fit.

Further information

If you are interested in applying for this position, please address your application, including motivation letter, CV, proof of academic performance and a writing sample (e.g., seminar / research paper or your BA thesis) to sekretariat@ipz.uzh.ch with the subject “student assistant – DSI Democracy Community”. For informal inquiries, please contact Prof. Fabrizio Gilardi (gilardi@ipz.uzh.ch).

Closing date for applications

Review of applications will begin on **December 1, 2022** and continue until the position is filled.