



The **Department of Development Studies** at the University of Vienna seeks to fill the position of a

Teaching Assistant

from 01.10.2024.

At the Department of Development Studies, a subunit of the Faculty of Social Sciences, we focus on the transdisciplinary analysis of global inequalities as well as on questions of methodology and methods referring to the subject of 'development'.

Duration of employment: 01.10.2024–30.09.2026

Extent of Employment: 11 hours/week

[Job grading in accordance with collective bargaining agreement:](#) §48 VwGr. C

Job Description:

As a teaching assistant, you will primarily work at our department in the field of **development policy and development cooperation**.

Your tasks include:

- Participation in teaching in the field of development policy and development cooperation
- Participation in the creation of teaching materials
- Supporting exam preparation and execution
- Library work and literature research
- Contact person for students
- Participation in the department's events and projects
- Participation in the department's general administrative tasks

Your profile:

- Studies in Development Studies or related fields
- Study focus on development policy and development cooperation
- Very good knowledge of German and English, both spoken and written
- Very good written and oral communication skills
- Competence in dealing with scientific texts (researching, bibliography, proofreading, editing)
- Good Moodle knowledge
- User knowledge of MS Office
- Independence and accuracy

Desirable are:

- Experience in teaching and examination administration
- User knowledge of Typo3

In line with the department's diversity and anti-discrimination orientation, all students who are affected by inequality are particularly welcome to apply. We also encourage students from third countries who have to pay tuition fees to apply.

Documents to be submitted (please send as a **single PDF**):

- Letter of application/motivation
- CV
- if applicable, certificate(s), f. ex. BA certificate (no reports)

Your application:

We look forward to receiving your application, which you can email to Andrea Kremser (andrea.kremser@univie.ac.at) by May 20, 2024. Written applications can also be sent to the Department of Development Studies, c/o Andrea Kremser, Sensengasse 3/2/2, 1090 Vienna. The interviews will probably take place on June 14, 2024).

Please note that applicants must be enrolled at the University of Vienna when concluding the employment contract ("valid admission") and that they must not have completed a master's or diploma degree corresponding to this position. In any case, the employment relationship as a teaching assistant ends at the end of the semester in which the master's degree is completed (but after four years at the longest).

For more information about the advertised position, please contact Johannes Knierzinger (+43-1-4277-64105) or Helmut Krieger (+43-1-4277-64109). Andrea Kremser (+43-1-4277-64115) will answer organizational and formal questions about the application or possible employment.

The University of Vienna pursues a non-discriminatory employment policy and values equal opportunities as well as diversity (<https://diversity.univie.ac.at>). The University lays special emphasis on increasing the number of women in senior and in academic positions. Given equal qualifications, preference will be given to female applicants.