



Position Announcement Environmental Humanities Program Associate (part-time, 19 hours per week)

[The Rachel Carson Center for Environment and Society](#) at Ludwig Maximilian University in Munich is looking for a graduate student to fill the position of Environmental Humanities Program Associate. The Rachel Carson Center (RCC) has successfully secured funding from the Volkswagen Foundation to develop a new Master's program in Environmental Humanities (EH). The EH Program Associate will assist the Director of EH Development with the creation of a curriculum and the administration of the degree program in its first years of operation. The position begins on 1 November 2019 or as soon after as is feasible.

The Environmental Humanities Program Associate will be responsible for:

- administrative tasks to support the Director of EH Development, including website editing, data input in LSF, attending meetings, organizing events;
- working with members of the EH working group and visiting professors to develop course content;
- supporting the Director in liaising with various departments of LMU Munich;
- assisting with design and development of two MOOCs in EH;

Candidates for this position must be enrolled in a Master's or doctoral program with a commitment that extends at least two semesters from the start of the contract. A qualification or interest in EH or environmental topics is desirable, as is experience of organizing academic events or supporting academic programs. A high level of fluency in both English and German and excellent organizational abilities are required. Applicants should enjoy working with colleagues of diverse cultural backgrounds, be able to balance multiple assignments, and meet tight deadlines.

The appointment will be made initially for a six-month review period; renewal will be for a further year in the first instance. Salary will be determined according to LMU compensation for "studentische Hilfskräfte." The RCC is located in central Munich and offers a family-friendly and flexible working environment. As the successful candidate will be a state employee, they are required to have German health insurance and to make contributions to the German tax and social welfare system. We especially seek applications from qualified individuals with disabilities and welcome applications from women.

To apply, please send your cover letter, CV, and the contact information of two references in **one pdf file** with the subject "EH Program Associate" to jobs@rcc.lmu.de by 31 August 2019. We will accept applications in English or German. Interviews will take place in September.