

Research & Fundraising Assistant (50-100%)

Task Description:

Water Engineering in Development

The Membrane Technology Department at the Institute of Functional Interfaces (IFG-MT) is an international research team with a diverse range of activities. The overall research vision is through advanced yet appropriate technologies to provide safe water for all children. In this context the work of the team encompasses experimental laboratory research at KIT as well as field work in developing countries, including Sub-Saharan Africa.

A research & fundraising assistant is sought to help with some of the activities in the team and equally liaise with Prof Bryce Richards at IMT/LTI who is responsible for the renewable energy aspects and funds 50% of this position.

Specific tasks where assistance is required are;

- ◆ Fundraising (from crowdfunding to research grants)
- ◆ Project coordination solar powered water treatment
- ◆ Coordination of a team of Hiwis and visiting students
- ◆ Image and movie processing (Movie Maker Proficiency)
- ◆ Personal assistance to the Head of Department (meeting & event organization)
- ◆ Preparation of schematics and drawings (MS Office Proficiency)
- ◆ Preparation of materials for funding applications
- ◆ Website content preparation (MS Office Proficiency, Website Software as well as Youtube)

It is possible that the research & fundraising assistant assumes responsibility for either one or several of these tasks depending on skills, interests and available working times.



Qualifications:

Position is open to applicants with degrees from diverse backgrounds

Self-motivation, independence, organisation & people skills, creativity, very good computer proficiency including MS Office, Image processing, Moviemaker, Youtube, Website Editing.

Basic understanding of issues in water science, renewable energy & engineering would be helpful. Excellent German & English language proficiency both in oral and written communication is essential.

Affiliation:

KIT - Institute of Functional Interfaces (IFG) – Membrane Technology Department
c/o KIT Campus North, Building 330, Office 301, Hermann-von-Helmholtz-Platz 1, 76344 Eggenstein-Leopoldshafen, Germany

Faculty:

KIT - Faculty of Chemical and Process Engineering
c/o KIT Campus South, Zirkel 2, Building 20.20, Office 159-160, 76131 Karlsruhe, Germany

Deadline:

Applications are open. Candidates will be considered continuously until the position is filled.

Start Date:

Flexible

Pay:

Negotiable according to public pay scales.

Contact:

Prof. Dr.-Ing. Andrea Iris Schäfer, Tel +49(0)721/608-26906, Andrea.Iris.Schaefer@kit.edu
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<https://www.ifg.kit.edu/english/mt.php>
Prof. Dr.-Ing. Bryce Richards, Tel +49 (0) 721-608-26562, Bryce.Richards@kit.edu
Professor of Nanophotonics for Energy - Institute of Microstructure Technology & Light Technology Institute, http://www.imt.kit.edu/388_1276.php

Applications:

Please send applications with CV, academic transcripts, and a personal motivation letter.