Technische Universität Berlin offers an open position:

**Employee with a university degree - 0.50 working time - E 13 TV-L Berliner Hochschulen - Scientific Co-Coordinator of the “Global Center of Spatial Methods for Urban Sustainability” (GCSMUS)**

Scientific Co-Coordinator of the “Global Center of Spatial Methods for Urban Sustainability” (GCSMUS) which brings together 48 institutional partners from 47 countries and 8 world regions in the context of the DAAD program “Higher Education Excellence in Development Cooperation – exceed” and aims at developing transdisciplinary methods of spatial research by focusing on the Sustainable Development Goal #11 (“Sustainable Cities and Communities”) of the UN Agenda 2030 (for further information on the project, see: www.mes.tu-berlin.de/GCSMUS).

Faculty VI: Planning Building Environment – “Global Center of Spatial Methods for Urban Sustainability” (GCSMUS) – Department of Sociology & Institute of Urban and Regional Planning – Chair for Methods of Social Research & Chair of Urban Design & Urban Development

**Reference number:** VI-970/19 (starting at 15/04/20 / limited until 31.12.2024 / closing date for applications 15/03/20)

**Working field:** The Scientific Co-Coordinator is responsible for self-reliant coordinating “Action 1: Educate” (Building a global methodological network via international conferences) and “Action 2: Experience” (Gaining applicable skills in research through combined teaching-research-courses). He or she will co-coordinate “Action 3: Evaluate” (Reflecting on methods via writing a PhD Thesis and developing project proposals for post-doctoral research) with the co-coordinator and serve as a substitute coordinator for “Action 4: Exchange” (Gaining applicable skills in practice through practical-empirical implementations) and “Action 5: Enhancement” (Workshops for bridging the gap between research and professional work).

In this context, the job contains the following responsibilities: serving as managing co-director of the GCSMUS together with the co-coordinator; collaborating in the Steering Committee, Advisory Board as well as the Action Steering Committee of Actions 1, 2 and 3; active and self-reliant assistance of the speakers; budget planning and coordination of budget administration and management; coordination of the effect-oriented monitoring (“wirkungsorientiertes Monitoring”, WoM), writing project proposals and reports; public relations (including setting-up of the project website); building and maintaining international collaborations, especially communication and coordination with the center’s national and international partners as well as the DAAD; internal communication and coordination with TU administration; preparation and post-processing of the administrative meetings; support in the further development, conceptualization and organization of the center’s program, especially of conferences, combined teaching-research-projects, the graduate school and the selection procedures; personnel management.

**Requirements:**
- successfully completed university degree (Diplom, Master or equivalent) in a social science, humanity or planning science
- experience in research management;
- organizational and coordination skills;
- proactiveness, willingness to work in a team, communicative skills;
- fluent in German and English (oral and written).

**Necessary Qualifications:**
- Ph.D.;
- experience in coordinating international research;
- experience in international collaboration with project partners from Asia and Africa;
- Knowledge in social science methodology, spatial methods, cross-cultural methods; postcolonial methods or historical-comparative methods;
- Chinese-language or French-language skills.

Please send your **English-language** application via email with the **reference number** and the usual documents (cover letter, CV, copies of certificates and reference letters) to: Technische Universität Berlin – Der Präsident – Fakultät VI: Bauen Planen Umwelt – Institut für Soziologie & Institut für Stadt- und Regionalplanung – FG Methoden der empirischen Sozialforschung & FG Städtebau und Siedlungswesen – Zu Hd. Frau Prof. Dr. Nina Baur und Frau Prof. Dr. Angela Million – Fraunhoferstraße 33-36 (Sekr. FH 9-1) – 10587 Berlin – Germany. Email: sekretariat@mes.tu-berlin.de.

To ensure equal opportunities between women and men, applications by women with the required qualifications are explicitly desired. Qualified individuals with disabilities will be favored. The TU Berlin values the diversity of its members and is committed to the goals of equal opportunities.
Please send copies only. Original documents will not be returned.

The vacancy is also available on the internet at
http://www.personalabteilung.tu-berlin.de/menue/jobs/