



The LMU Open Science Center (OSC) is looking to hire several

Student Assistants

Deadline to apply: 10.03.2025

Contract: starting on 01.05.2025 or shortly thereafter, 1 year renewable, 5 - 20 h/week.

Location: Mainly remote, with online supervision. Office space in Leopoldstr. 13, Munich.

Job Description:

We are looking for 2-3 students who will help support various operational activities of the OSC. The main tasks below will be divided or shared amongst HiWis based on their interest and skills in the respective tasks, and the number of hours they work on a weekly basis.

Main task 1: Assistance with GitHub organisation management - ensure the migration of the main [OSC website](#) content to a Quarto-based website, standardised format of quarto-based self-paced tutorial websites, and support our [GitHub organisation](#) manager with various other tasks. Estimated time commitment: 10h/week.

Main task 2: Assistance with development of training material on open research - expand the content of our portfolio (self-paced tutorials for researchers, slide deck for educators) to integrate into our various programmes (e.g. Train-the-Trainer programme coordinated by Sarah von Grebmer zu Wolfsturn). Estimated time commitment: 5h/week.

Main task 3: Assistance for hybrid event organisation - manage our ticketing system, create certificates of attendance, provide tech support on zoom, organise catering, and support the LMU Open Science Center coordinator Malika Ihle with other such logistical tasks. Estimated time commitment: 4h/week.

Main task 4: Public outreach coordination - develop informational content such as blog posts, newsletters, flyers, and create OSC social media content. Estimated time commitment: 4h/week.

Through this work, you will gain hands-on experience in digital content management, public science engagement, and promote a more transparent and reproducible science.

Required qualifications

- Highly organised and responsive communicator (LMU Chat, emails)

Preferred qualifications:

- Experience with R, Quarto, and git version control or willingness to learn
- Interest in open and reproducible research and education

Eligibility:

Bachelor or master students from any discipline who are eligible for a HiWi position.

How to Apply:

Please send a half-page cover letter (with preferred task(s) and number of hours) and a CV in a single pdf file named after your name (e.g. Ihle_Malika.pdf) via email to malika.ihle@lmu.de with the subject 'HiWi application'.