

Accompanying Tutor for Teaching Support for Jolien Trekels, PhD - Course VSKO (and PAED – only support with the exams) in the Winter Semester 2025

Position Duration: September 1, 2025 – February 28, 2026

Salary: According to the Collective Agreement for Student Employees (Salary Group C) based on the current tariff of the University of Vienna (7 monthly payments) for 6 hours per week

Responsibilities:

- Supporting students (responding to student inquiries regarding the courses VSKO and PAED taught by Jolien Trekels, PhD)
- Moodle management
- Assisting with exam preparation (scheduling, printing exam materials, conducting exams, post-exam documentation, organizing exam reviews, etc.)
- Providing support to the course instructor in matters related to the courses (procurement of materials, document management, etc.)

Profile:

- Enrolled student in Publizistik-und Kommunikationswissenschaft or Communication Science (a Magister/Master's degree must not have been completed)
- The 4-year limit for student employment must not yet have been reached
- Good command of English
- Interest in the fields of visual communication and media education
- Reliable and meticulous working style
- Interest in engaging with students
- Good communication style

Application Documents:

- Letter of motivation
- Curriculum vitae
- Academic transcript (mandatory!) – all documents should preferably be combined into a single PDF file

Application Deadline:

Applications must be submitted no later than July 13, 2025, at 11:59 PM via email with the subject line “Application for Accompanying Tutorship for Trekels, PhD” to: fachtut.publizistik@univie.ac.at.