

### **Content Manager (40 hrs/month) – starting August 2018**

As Content Manager you are responsible for our website and social media channels. Your main tasks include writing and publishing articles, optimizing SEO, designing and producing covers and images, and informing our community about current events and opportunities. Besides your core tasks, you will support us in putting up our events and help advance the startup ecosystem in and around Mannheim. You will work closely together with our MCEI event management, public relations and MCEI partners.

#### Your background/ characteristics

- High passion for Startups and Entrepreneurship
- Experience in content and social media management (Facebook, Joomla!) and SEO
- Hands-on-mentality and high problem-solving affinity/ challenging the status quo with improvements
- Excellent authoring skills in English and German
- Excellent MS Office skills (Adobe Creative Cloud is a plus)
- Team player with high level of self-motivation & a fun person to work with
- Student at a college or university in Germany (Bachelor or Master) with a timely horizon of min. 1 year

#### What we offer

- High flexibility and lots of opportunities to bring in creative ideas
- Supporting MCEI in designing and starting new initiatives
- Getting introduced to key players/ stakeholders in Mannheim's startup ecosystem and the German startup scene
- Insights into entrepreneurial education and qualification
- Becoming part of the MCEI team and the Chair of SME Research and Entrepreneurship (Prof. Woywode)
- Participation in growing MCEI and its activities
- Working in a young and dynamic team
- Compensation according to the University compensation plan for student assistants

In order to apply, please submit your application documents (CV, motivation letter) via e-mail to:

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