



The Max Planck Foundation for International Peace and the Rule of Law is looking for a

Working Student /Student Assistant (f/m/d) for

(9 hours or more/week)

Lebanon Projects

At the core of the Max Planck Foundation's mission stands the provision of technical legal assistance to our partner countries (see: <https://www.mpfpr.de/>). Through legal consulting and capacity building activities, the Foundation assists states endeavouring to develop their legal systems and strengthen their institutions. The Foundation also provides legal expertise to the responsible institutions and legal professionals with the aim of enabling them to autonomously carry out necessary changes.

In this context, the Max Planck Foundation is looking for student assistants to facilitate the ongoing preparations for legal seminars, conferences and workshops for projects based in Lebanon. Main duties will include: legal research as well as research on political developments within the project country, organisational tasks, preparation and formatting of workshop materials, as well as review of seminar evaluations.

Our Requirements

- Enrolled as a full-time student in Germany;
- Studying Law *OR* Political Science, Islamic Studies, Arabic Studies, Middle Eastern Studies, Ethnology or comparable;
- Very good knowledge of Arabic necessary;
- Very good English skills;
- Knowledge of Public International Law and Comparative Constitutional Law desirable;
- Practical experience and interest in Middle East desirable;
- Excellent computer skills (MS Word, Excel und PowerPoint);
- Diligent and reliable work ethic;
- Intercultural competence, strong communication and teamwork skills, commitment and flexibility.

We Offer

- Interesting and challenging tasks within an international environment;
- The opportunity of gaining an insight into the Foundation's activities;
- Flexible working hours, which can be adjusted to your university lecture times;
- Hourly salary of at least 16.29 € (salary based on pay group 3 TVöD Bund);
- Regular salary adjustments based on the TVöD Bund;
- Annual special payment;
- 12 vacation days (based on a two-day workweek) and 24 December + 31 December additional paid days off;
- Central location (5 minutes' walk from Heidelberg Central Station);
- A pleasant working environment in a team that is looking forward to meeting you!

Please note: This job must be carried out entirely at the Foundation's office in Heidelberg. Homeoffice or remote work is not possible.

Diversity and inclusion are integral parts of our company culture. We welcome all applications regardless of age, religion, ethnic origin, disability, sexual orientation, or gender identity.

Have we piqued your interest?

If so, we look forward to receiving your complete application documents (resume, cover letter, certificates).

Application deadline: 31 March 2025

Your contact person: Karolina Jost

Application

Please apply through our online application portal (<https://www.mpfpr.de/careers/>) stating your earliest possible starting date and preferred weekly hours of employment with reference to 'Working Student Lebanon' by **31 March 2025**.