

Florence, 12/04/2007

Advertisement for appointment of an Academic Assistant

Ref: **MWP 1/2007** (please quote in all correspondence)

Department:	Max Weber Programme
Length of contract, % of full-time and starting date:	Full-time or part-time (30/30 or 20/30), to end December 2007, beginning May 14 2007; possibility of renewal
Director of project:	Prof. Ramon Marimon
Title of project:	Max Weber Postdoctoral Programme
Job description:	The Academic Assistant of the Max Weber Postdoctoral Programme will work jointly with the other Academic Assistant under the supervision of the Director of the MWPP to further develop and implement the programme. More specifically, the Academic Assistant will help in the organization of the programme activities, in strengthening its network for teaching possibilities for MW fellows and for setting international academic standards. It will also help in the supervision of the work of the Max Weber Fellows. An equal opportunity job that can provide a very valuable experience.
Qualifications:	Undergraduate degree. Although not a requirement, a Master and, in particular, a PhD will be most valued, as well as familiarity with the academic and research environment; possibly, in the social sciences. Applicants should have organizational, writing and communication skills; in particular, experience on managing an academic programme will be valued.
Languages:	Proficiency in English in all its aspects. Additional languages are also valued.

Applications, with curriculum vitae, must be addressed to the Academic Service, for the attention of Dr. A. Frijdal, at the following e-mail address:
apply.resassistant@eui.eu. If you require specific information about the position, please contact Dr Frijdal at **andreas.frijdal@eui.eu**. The deadline for applications is **26 April 2007**.