

Student Assistant for the CIH Office (m/f/d)

Institut und Poliklinik für Arbeits- Sozial- und Umweltmedizin

The Hospital of the University of Munich, Germany, is one of the largest and most competitive university hospitals in Germany and Europe. 48 specialized hospitals, departments and institutions harbouring excellent research and education provide patient care at the highest medical level with around 11.000 employees.

WORKPLACE	Campus Innenstadt	DATE OF ENTRY	01.01.2026
WORKING HOURS	Part time	APPLICATION DEADLINE	Swift
INSTITUTION	Institut und Poliklinik für Arbeits- Sozial- und Umweltmedizin	REFERENCE NUMBER	2025-K-0385
DEPARTMENT	Kommunikation		

Scope of duties

The primary focus of the position is to support the CIH Office in its communication and dissemination activities. Responsibilities include content creation and design for social media, website, newsletter, and print materials, as well as supporting event communication and organization. The position also involves managing and monitoring social media channels, developing creative campaigns, and preparing communication reports.

Our requirements

- Solid IT skills (MS Office, especially Word and PowerPoint)
- Good graphic design skills using online tools like Canva
- Affinity for social media and digital communication
- Experience in content creation (text, photo, video) and editing
- Minimum B2 English; German skills a plus
- Experience or willingness to support website maintenance and content updates
- Ability to track and report on social media performance, engagement, and reach
- Creativity, precision, and an eye for detail in visual and written content
- Ability and eagerness to work in an international and interdisciplinary team
- Organizational skills and ability to support event communication and coordination
- Residence in Munich, as the tasks take place at the CIH Offices
- Student status at a German university until at least Winter Semester 2026/2027

Our offer

- We offer you a position in the heart of Munich with very good public transport connections and the possibility of mobile working (partially).
- You will have an interesting range of tasks in a young, interdisciplinary, and international team.
- Flexible working hours from 15 to 19 hours per week are possible.
- The position is initially limited until 30.09.2026.
- Remuneration is based on the Collective Agreement for the Public Sector of the Länder (TV-L) including all allowances customary in the public sector.

Offers and services of the employer

Further education and training

Company pension scheme

Childcare services

Mobile work (if suitable)

Job ticket

Discounts

Staff accommodation (if available)

Mrs. Perdomo Marquez, Isabel

089 4400 52485

Application format

Please use the Online-Form for your application

<http://www.lmu-klinikum.de/15a180fe39a93049>

Disabled persons will be preferentially considered in case of equal qualification. Presentation costs cannot be refunded.

Please note that we cannot reimburse travel expenses incurred through interviews.

We ask you for your understanding that postal applications will not be returned, but will be destroyed in accordance with data protection regulations. The data usage information also applies to postal applications