

## JOB ADVERTISEMENT

Kiel University (CAU) has a vacancy at the next possible date for the position of a

### **Project manager for accessibility in teaching and learning**

for a limited period of time until 31.12.2024. The regular weekly working hours are those of a full-time employee (currently 38.7 hours). The position will be categorized in pay group 13 TV-L, provided that the requirements under collective bargaining law are met. The position can also be divided into two part time positions.

The project manager is responsible for the evaluation and continuation of the action plan on the Convention of the Rights of Persons with Disabilities (CRPD) at Kiel University and create a service offering subject specific and interdisciplinary as well as technical advice and help on how teaching and studying can be specifically designed to be accessible at CAU.

The main tasks of the advertised position include:

- didactic advice to lecturers, tutors and students at CAU on the design of accessible (digital) university teaching and on the preparation of accessible (digital) teaching materials;
- conception, implementation and evaluation of workshops and exchange events on this topic;
- creation of guidelines, brochures and handouts on the topic of accessible (digital) teaching;
- networking with inclusion experts at universities and with other institutions and contact persons at CAU and outside CAU;
- evaluation of previous measures in the context of the UN CRPD, including analysis of gaps;
- updating of the action plan with special consideration of new legal regulations and the advancing digitalization of everyday university life.

You have:

- an academic university degree (master's degree, diploma or comparable degree) in a humanities or social science discipline, in rehabilitation sciences, or in a computer science or law degree with a focus on inclusion;
- demonstrated knowledge of accessibility and inclusion;
- knowledge of higher education didactics or professional experience in this area;
- experience in advising teachers and students on the conception and implementation of accessible university teaching formats and the creation of accessible teaching-learning materials;
- experience in academic and/or project management;
- good English language skills;
- sufficient German language skills to work in a mostly German speaking environment or the willingness to learn German.

Preferable are:

- distinct service orientation and ability to work in a team;
- independent working style and process orientation, good communication and moderation skills;
- proficient handling of MS Office (Word, Excel, Power-Point, Outlook).

Furthermore, identification with the university's diversity mission statement is a prerequisite, as is the willingness to take gender and diversity aspects into account and integrate them into the work.

Kiel University offers you an exciting and responsible working environment with opportunities for further education and a family-friendly workplace with flexible working hours.

Kiel University views itself as a modern and cosmopolitan employer. We welcome your application regardless of your age, gender, cultural and social background, religious beliefs, i disability or sexual identity. We promote gender equality. Women with equivalent qualifications, competence and expertise will be given preference.

We expressly welcome applications from people with a migration background.

The university is committed to the employment of people with disabilities: Applications from severely disabled persons or persons of equal status will be given preferential consideration if they are suitable.

Applications with informative documents are requested by 20. 02. 2023 exclusively via e-mail in one document to Giovanna Putortì and Eddi Steinfeldt-Mehrtens, [ge@uv.uni-kiel.de](mailto:ge@uv.uni-kiel.de), Christian-Albrechts-Universität zu Kiel, Christian-Albrechts-Platz 4, 24118 Kiel. Unfortunately, applications submitted incompletely via external application portals can not be considered. We expressly refrain from submitting photos and therefore ask you to refrain from doing so.

Please contact Giovanna Putortì (+49 431 880 5928) and Eddi Steinfeldt-Mehrtens (+49 431 880 7000) if you have any questions regarding the advertised position.