

The Department of Forest Conservation of the Forstliche Versuchs- und Forschungsanstalt (FVA) in Freiburg is looking to fill the following position at the earliest possible date.

Research Assistance/Wissenschaftliche Hilfskraft (w/m/d)

Employment is intended for **up to 85h/month** and is limited until **July 31st, 2025** with the option of prolongation depending on the financial status.

The job will be integrated in the EU-Horizon Europe project WILDCARD. The overarching goal of **WILDCARD** is to analyze the influence of rewilding of forests in Europe on carbon storage and biodiversity. The project is largely based on a unique European long-term data set of the European Forest Reserve Initiative (EuFoRla) on forest dynamics in natural forest reserves.

Next to investigating the effects of set-asides in forests on above-ground biodiversity the FVA is mainly responsible for the organisation and collection of forest related data from the EuFoRla network on the basis of service contracts.

Responsibilities

The job mainly includes tasks related to the coordination and implementation of one workpackage of WILDCARD. The focus is on communication activities and coordination of service contracts between different European forest institutions. Main responsibilities would be:

- Support of the coordination of the workpackage
- Communication with external institutions and project partners
- Coordination and supervision of service contracts in relation to forest inventory and soil sampling
- Preparation and follow-up of meetings
- Travel arrangements
- Support with reporting and the preparation of presentations
- Basic web page maintenance
- Other related duties within the working group.

Your profile

- **Strong communication skills:** You communicate clearly and effectively in both written and spoken English and German. You enjoy dealing with internal and external partners.
- **Organizational talent:** You enjoy all kind of organizational tasks and are able to ensure that all tasks run smoothly.
- **Good IT skills:** You are confident in using MS Office, in particular Word, PowerPoint and Excel, and you are interested in simple web page maintenance.
- **Initiative:** You work proactively, contribute your own ideas to improve processes and take responsibility.
- **Ability to multitask:** You are able to maintain an overview and work in a structured manner, even with several tasks running simultaneously.

Beneficial skills

- Basic knowledge in forest and/or soil science.
- Experience in working within an international environment/team
- Good team player
- Basic experience in report layouts

Our offer

- Work in an creative and innovative team
- Get insights in EU-project coordination
- Gain experience in international cooperations
- Expand your network within Europe
- Possibility to get to know the FVA

Did we catch your interest?

Then send us your application documents, stating a possible starting date - preferably as a PDF file in electronic form.

We look forward to hearing from you!

Contact

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