



German Bioluminescence e.V. invites applications by June 30th for a remote position as

Project Manager (m/f/d)

(100 %, pay grade 14 TVöD)

German Bioluminescence - Society for Microscopy and Image Analysis e.V. (GerBI) is a scientific society representing the interests of researchers and professionals as well as core facilities in Germany involved in microscopy and image data analysis for the life sciences. The society fosters knowledge exchange within the community, and interaction between scientists and engineers both from academia and industry. Additionally, GerBI-GMB promotes communication with the public about imaging in the life sciences.

For the position of the **project manager**, we are looking for a proactive and motivated individual who is committed to the goals of the society and will lead its projects to success. The position is initially limited to 12 months as a maternity replacement. The salary corresponds to the remuneration group TVÖD E14.

Your tasks:

- Promotion of exchange and networking among members
- Representation of the society at national and international events
- Communication with national and international funding organizations, scientific networks and sponsors (e.g., DFG, BMBF, industry).
- Organization of in person courses, meetings of the society and online events
- Writing of reports and information texts in German and English language
- Membership administration
- Financial planning, controlling, and accounting
- Maintenance of the gerbi-gmb.de website and the social media channels

Our requirements:

- Doctorate degree in a natural science/engineering subject
- Organizational talent and structured way of working
- High degree of initiative, independence and flexibility
- Proactive, integrating personality
- Affinity for collaborative work using digital tools
- Very good command of written and spoken German and English
- based anywhere in Germany though colleagues will be based in Düsseldorf, Wiesbaden and Heidelberg

GerBI as employer:

GerBI is a non-profit society focusing on microscopy, research data management and image analysis with almost 200 members, connecting scientists, core facilities, students and companies. Together with volunteers as part of the society, we work in the core office team to improve the research landscape, are involved in teaching and training by organizing courses and conferences, and support networking among all our members.

Together, we shape our work culture, and we are always open for new ideas. An open communication between employees, and a good working atmosphere is essential for us. You will work independently on the project with a high degree of responsibility. Your work will mainly take place in home-office, except for travels to conferences or other events and from time-to-time in-person meetings with the GerBI crew. We will set up your home-office with all the technical equipment you need. Flexible working hours, a competitive salary in the science context, 30 days of paid vacation per year and a great and supportive working atmosphere for personal and professional growth are the benefits we can offer as a society.

GerBI aims at increasing the percentage of employed women. Applications from women will therefore be given preference in cases of equal aptitude, ability and professional achievements unless there are exceptional reasons for choosing another applicant. Applications from suitably qualified severely disabled persons or disabled persons regarded as being of equal status according to Book IX of the German Social Code (SGB – Soziales Gesetzbuch) are encouraged.

Please submit your application documents including CV, university degrees, cover letter (max. 2 pages), and contact information of two possible references by email **until June 30th, 2023** to:

office@gerbi-gmb.de

Applications will be reviewed on a rolling basis. In case of questions please email: Dr. Janina Hanne (Managing Director GerBI), janina.hanne@gerbi-gmb.de and Prof Dr. Stefanie Weidtkamp-Peters (Chairwoman GerBI, Center for Advanced Imaging, Heinrich-Heine Universität Düsseldorf) Stefanie.Weidtkamp-Peters@hhu.de.