

The Centre for Development Research (ZEF) is an international and interdisciplinary scientific research institution affiliated with the Rheinische Friedrich-Wilhelms University of Bonn. ZEF coordinates together with consortium partners the CABES - Capacity Development for Biodiversity and Ecosystem Services Experts in West, Central & East Africa, www.cabes.online program. The aim of the CABES program is to develop and strengthen capacity of stakeholders in fields related to biodiversity in West, Central, and East Africa, to engage in IPBES. **Goal one** is to inform national decision-making processes amongst multiple stakeholder groups including researchers, practitioners from the public and private sectors, as well as NGOs, ILK holders, women, and focal points. **Goal two** is to establish a network of science-policy-practise platforms to contribute to the implementation of the IPBES work programs at national, sub-regional and regional levels. (Sub-regional refers to either West (15 countries), Central (10 countries) or East Africa (13 countries), and the regional level represents all 38 countries). The **third goal** is to train early-career scientists, researchers and facilitators to manage science-policy interfaces (SPIs). Finally, CABES will develop the capacities of professionals through face-to-face training and online courses, to support the implementation of political decisions for the management and sustainable use of Biodiversity and Ecosystem Services / Nature's Contributions to People.

From 1 December 2023 we are looking for a student/scientific assistant to support in project coordination tasks:

- Up to 19 hours per week
- Remuneration according to the university's internal WHK rate (research assistant with Master's degree), WHF rate (student assistant in Master's degree program) or SHK rate (student assistant in Bachelor's degree program)
- Project communication on our social media channels and website upgrade
- Support knowledge management and documentation (policy briefs, blogs, scientific articles)
- To contribute towards management of e-learning platforms
- Support in the planning and organisation of international events (incl. virtual)
- Other administrative tasks, e.g. ordering office supplies, record bookings etc.

We ask for:

- Interest in the area of interdisciplinary research and project management
- Good knowledge of MS Office tools
- You enjoy daily contact with staff and the university administration
- Good knowledge of English Language (oral and written), and preferably a good knowledge of French as well, German is a plus
- You are well organised, committed and able to work under pressure, team-oriented and reliable
- Available to travel

What we offer:

- You will work in a friendly team
- You will work in an international environment with committed scientists and staff members
- Several years of cooperation are desirable (after a 6-month probationary period)

Please send your application by e-mail to: cabes@uni-bonn.de

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