

The Catholic University of Eichstätt-Ingolstadt (KU) is a state-recognized university under church sponsorship. We are distinguished by excellent research, an international orientation, outstanding teaching, and ideal study conditions. Across eight faculties, we offer a wide range of subjects to our 5,000 students. We employ 900 staff members of various denominational and ideological backgrounds. Based on a Christian view of humanity, KU stands as a committed university for a science and education culture of responsibility.

At the International Office, there is one open position as

student assistant (m/f/d)

from 14 September 2026 until 30 September 2027, with 20 hours per month.

Your tasks

- Assist with coordinating Welcome Crew
- Support in conducting orientation weeks (campus tours, introductions to the university's central facilities)
- Accompanying students to authorities and during apartment handovers
- Assist with the planning and implementation of cultural and regional events, welcome events, etc.
- Support with the project "German Corner"

Your profile

- You are currently enrolled at KU at least in your second semester
- You are available for at least one year
- You have good/very good English skills (both verbal and written). Knowledge of German is an advantage
- You are empathetic and approach people with openness
- You have intercultural competence
- You work independently, accurately, and creatively; you are a team player
- You can organize well and work in a structured manner
- You are familiar with Ingolstadt and its surroundings, especially at the start of the semester you are generally on-site in Ingolstadt
- MS Office skills are required

Our offer

- Attractive and team-oriented workplace in an international university environment
- Interesting, responsible, and diverse range of tasks
- Experience in project and event management, as well as in support work
- A lot of fun

Application

Please submit your application (at least a CV in tabular form and cover letter) by June 28, 2026, via email at welcome@ku.de to Ms. Armelle Langenwald (please include all documents in a single PDF file). Submitted application documents will be destroyed after the completion of the hiring process, in accordance with data protection regulations.

Please review KU's Privacy Policy regarding the application process; this document is available for download on the KU website at <https://www.ku.de/en/the-ku/job-offers>. By submitting your application, you confirm that you have read and understood the privacy notice and the Privacy Policy.