



Job advertisement

The department Viadrina International Affairs is seeking to fill a position within the *Viadrina College* for a

Student assistant
July 1 – August 31, 2026
(8 hours per week)

The study preparatory programmes within the *Viadrina College* are aimed at international high-school graduates and prospective students, who mostly hold a so-called indirect university entrance qualification for Germany. Participants attend language, subject-related and methodological preparatory courses. Depending on their previous knowledge and requirements as well as the Bachelor's programme they wish to study, prospective students can take part in different study preparatory programmes. The study preparation relies heavily on the peer-to-peer commitment of other students, whose support plays a key role in ensuring a smooth transition for participants into their regular degree studies and also to make them feel welcome.

From summer 2026, the Viadrina will offer an English-taught study preparatory programme for the first time. The *Viadrina Fast Track (ENG-Track)* is aimed specifically at international high-school graduates and prospective students who are seeking to study in the English-taught Bachelor programme International Business Administration.

We are seeking a student teaching assistant to support the *Viadrina Fast Track (ENG-Track)* in summer 2026. The position includes the preparation, delivery and follow-up of a weekly maths tutorial. The tutorial is taught in English and comprises two 90-minute sessions per week: one theoretical and one practical.

The position requires 8 hours per week, including 4 teaching hours (45 minutes each) over a period of 6 weeks, as well as time allocated for preparation and follow-up.

The maths tutorial comprises six units covering the following topics: arithmetic with numbers, fractions, powers, roots and logarithms, and solving equations. Each teaching unit consists of a theory session and a corresponding practice session. Teaching materials, slides and problem sets, including solutions, will be provided.

Your profile should include:

- Ideally, you are an alumnus/alumna of a study preparatory programme within the *Viadrina College* (e.g. *Viadrina Fast Track*, *Studienbrücke/Study Bridge*)
- Previous experience in tutoring or supporting (young) pupils and/or students (desirable)
- Area of studies: Business Administration and Economics
- English language skills at C1 or at least on very good B2 level (CEFR), as the maths tutorial is conducted in English
- Availability and willingness to teach the tutorial on-site in Frankfurt (Oder) with flexible scheduling during the period of employment (online teaching is not possible)
- Strong intercultural awareness, team spirit, flexibility, and strong communication skills
- Proactive, responsible, and independent working style

Please submit your application, including a cover letter, CV, an overview of your academic transcripts to date, and any relevant employment references (if available), by email **by May 8, 2026 the latest**:

European University Viadrina
Viadrina International Affairs
Rebekka Manke / Annelen Horsås
college@europa-uni.de