

The **Cluster for Nucleic Acid Sciences and Technologies (NUCLEATE)** is offering a full-time

Cluster of Excellence Coordination Position (f/m/d)

The position is suitable for part-time work, provided that job sharing ensures that the tasks are performed on a full-time basis.

The **Cluster for Nucleic Acid Research and Technologies (NUCLEATE)** is a joint research network comprising the Julius-Maximilians-Universität Würzburg (JMU), the Ludwig-Maximilians-Universität München (LMU), and the Technische Universität München (TUM). NUCLEATE unites outstanding nucleic acid research in all of its dimensions - from basic research to applications - and connects researchers across disciplines and locations, forming an internationally visible center. **Prof. Cynthia Sharma** (Institute of Molecular Infection Biology) and **Prof. Caroline Kisker** (Rudolf Virchow Center - Center for Integrative and Translational Bioimaging) are seeking a local coordinator to establish and coordinate the NUCLEATE Cluster of Excellence at the Würzburg site. The position offers a diverse and engaging range of tasks. We are looking for a candidate with experience and a keen interest in research strategy, interdisciplinary collaboration, and science management.

Your tasks:

- Playing a key role in establishing the cluster and supporting its long-term scientific and structural orientation
- Serving as a local interface between scientists, university administrations, funding agencies, and external partners
- Set up a NUCLEATE Academy and implementation of targeted development measures for young scientists
- Organization and implementation of scientific events (e.g. symposia, workshops, retreats)
- Coordination of financial processes, including accounting and budget management
- Ensuring efficient administrative processes in collaboration with the cluster offices in Munich
- Coordination of the preparation of scientific reports, strategic concepts, and funding-related documents
- Maintenance and further development of internal and external communication and information structures of the cluster (e.g. website, social media)

Your profile:

- PhD in life sciences, biomedicine, molecular biology, biochemistry, or a related field
- Experience in coordinating or managing research projects, preferably in interdisciplinary and collaborative environments
- Experience with international research or as a postdoctoral researcher is advantageous
- Proactive and solution-oriented approach to work, as well as strong conceptual and strategic thinking
- Ability to efficiently organize and successfully implement complex and time-sensitive tasks, combined with a high degree of independence and team orientation
- Excellent written and verbal communication skills in German and English, especially in scientific and administrative contexts

We offer:

- An attractive position in an internationally visible, interdisciplinary cluster of excellence
- A lively research environment with close cooperation between leading institutions and outstanding scientists
- Varied tasks at the intersection of research, strategy, and administration
- Opportunities for professional and personal development as well as access to targeted training programs
- A dynamic, team-oriented work environment with flexible and family-friendly working conditions
- Remuneration in accordance with the collective agreement for the public service of the federal states (TV-L) with the standard public-sector benefits and company pension scheme (VBL)
- Modern workplace with good transport connections
- Extensive corporate benefits program, job ticket, and JobBike

This part-time or full-time position is based at JMU Würzburg (campus Grombühl) and reports to the cluster board. The position is initially limited to two years, but it may be extended up to a total of seven years, depending on available funds and performance. In cases of essentially equal suitability, qualifications, and professional performance, preference will be given to individuals with severe disabilities. The JMU strives to increase the proportion of women and therefore expressly welcomes applications from qualified women.

We look forward to receiving your application documents (cover letter, resume, and references), preferably **by email as a single PDF file**, by **January 31, 2026**, to Teresa Frank (teresa.frank@uni-wuerzburg.de) or by mail to the following address:

NUCLEATE

Cluster for Nucleic Acid
Sciences and Technologies

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This position is advertised in both English and German.