

The Käte Hamburger Center for Messianic Studies (CEMES) at Julius-Maximilians-Universität (JMU) Würzburg, Germany, led by Prof. Dr. Barbara Schmitz and Prof. Dr. Christian Wehr, is inviting applications for the position of

Managing Director (f/m/d)

The contract will start on 1 April 2026 and will be fixed term for an initial period to end on 31 March 2030. The position will be full time (1.0 FTE). Candidates wishing to work part time may also be considered if full-time work can be ensured through job sharing.

You will be predominantly involved in the following tasks:

- You will be responsible for the academic and operational management of the Center as well as for its strategic leadership,
- You will develop and evaluate research projects,
- Together with our directors, you will devise the Center's entire research agenda,
- You will be actively involved in the production of research reports and project proposals,
- You will organise academic events (conferences, talks, symposia etc.)
- You will ensure compliance with the applicable funding guidelines,
- You will be responsible for the organisation, workflows and administration of the Center,
- You will manage and coordinate the Center's ongoing research activities and projects as well as its networking activities at the national and international levels.

Your profile:

- A university degree and possibly doctorate,
- Sound computer skills and sound knowledge of MS Office products,
- Excellent written and spoken English language skills,
- Self-initiative, dedication and independence,
- Excellent organisational and communication skills, openness to taking on new tasks, ability to work within a team working environment,
- Enjoy working with international researchers.

We offer a position with a diverse range of responsibilities at an internationally-oriented teaching and research institution. JMU aims to reduce the underrepresentation of women and therefore explicitly encourages qualified women to apply. Severely handicapped applicants will be given preferential consideration in the case of broadly equal suitability, ability and professional achievements. Remuneration will be based on the collective agreement for the public service of German federal states (*Tarifvertrag für den öffentlichen Dienst der Länder, TVL*).

Please send your convincing application and supporting documents - preferably by email - to claudia.leppich@uni-wuerzburg.de. The closing date for applications is 27 February 2026.

University of Würzburg
Chair of Spanish and French Literatures
Am Hubland
97074 Würzburg
Germany

Please do not send any original documents to us; only send photocopies. As we need to save costs, we will not be able to return your documents to you. We will not be able to reimburse you for any costs incurred in connection with your application for this position (travel expenses etc.).

