Tutor for supporting English E-Learning courses of the Virtual Academy of Sustainability

from October 2017 until February 2018 (20 h/month)

Are you interested in **topics of sustainability** and have fun to **get to know new structures** and work spaces? – Then we have the perfect job for you.

The **International Office** and the **Green Office** are searching for a tutor, who supports students attending **E-Learning courses of the Virtual Academy of Sustainability**.

Time Frame: 10/2017 – 02/2018

Hours: 20 h/month

The International Office strategically coordinates the internationalization efforts with university management, the departments and individual scholars. The Green Office is the student-lead office for sustainable development at the University of Konstanz.

The Virtual Academy of Sustainability (www.va-bne.de) offers courses on sustainability, which are entirely online-based – including videos, all materials needed for the course and an online mock exam. In the end, students have to pass an electronic exam to earn credits from the Centre for Transferable Skills.

Your job would be to make yourself familiar with the structure and the organization of the Virtual Academy of Sustainability. With this gathered information, you **prepare introductory sessions** for the self-learning courses and the usage of the online learning platform. Additionally, you will prepare the course "Sustainability Marketing" and offer a **moderated tutorial**.

Requirements

- no university degree
- fluent in speaking and writing English
- high degree of self-organization
- experience in being a tutor or participation in the training program for tutors during winter term 17/18
- already attended a course of the Virtual Academy of Sustainability (*preferable*)
- willingness to get to know new structures and work spaces
- interest in topics of sustainability

Please submit your application (letter of motivation and CV) until the **28th of September, 2017** to greenoffice@uni-konstanz.de.

We are looking forward to your application!