



To the next possible date we are looking  
for a

## Student Affairs Manager (m/f/d)

The German University of Digital Science (German UDS) is a digital university shaping a new era of learning and innovation. Our mission is to educate digital visionaries globally with our study programs. As a modern, agile company, we place particular emphasis on an open, diverse and inclusive corporate culture. We promote a balance of creativity, technology and human interaction - and are looking for people who share this vision with us.

### Your Tasks

As our Student Affairs Manager, you'll be at the forefront of reimagining student support for the digital era. You'll create and implement innovative strategies to enhance student success, well-being, and engagement in our virtual campus.

- Managing complex projects and study programs related to academic affairs
- Responsibility for our student marketing strategies in Europe and the global south
- Conducting research on academic topics and analyzing data
- Be the interface and point of contact for our researchers, professors and presidents in all student affairs matters
- Establishing partnerships and linkages with other institutions globally and internationally
- Collaborating with various stakeholders to improve teaching and learning
- Providing guidance on curriculum development and modification
- Design and launch module manuals
- Design and launch AI-powered student support systems
- Develop virtual community-building initiatives to foster belonging in a digital space

### Your Profile

You are a dynamic and results-oriented professional with experience in higher education and academic affairs. You are familiar with the challenges of working in a modern, dynamic environment and enjoy optimizing processes and actively shaping change.

- A passion for educational innovation and student success
- Experience in academic affairs, preferably in online or hybrid environments
- Strong digital literacy and enthusiasm for emerging technologies
- Excellent cross-cultural communication skills in German and English
- A creative problem-solver who thrives in a fast-paced, evolving environment
- Very good knowledge of common Office applications (MS Office) and ideally experience with digital collaboration tools (e.g. Slack, Microsoft Teams)
- High organizational skills, initiative and a structured way of working
- Enjoy working in a flexible, digital working environment
- An open, friendly and proactive nature - you always keep a cool head, even when things get hectic



## What we offer

**Flexible working models:** Work from home or in our office - together we will figure out what suits you and us best.

**Dynamic & future-oriented working environment:** Be involved, be creative, be part of it. Be part of an innovative company that is shaping the educational world of tomorrow and is constantly on the lookout for new ideas.

**Personal development opportunities:** We make our learning content available to you free of charge and also support you in your personal and professional development - through workshops, mentoring and access to innovative technologies.

**Diversity and inclusion:** People matter to us - regardless of gender, origin or identity. We create a space in which everyone has the same opportunities.

**Team spirit:** Work in a very personal environment, together with many creative and professional minds working together towards a common vision.

**Working environment:** In our offices at the creative hub in Potsdam, you will have access to a state-of-the-art working environment - from collaboration labs to ergonomically designed workstations, you will find everything that makes innovative work possible.

**And even more:** In addition to subsidizing the 'Deutschlandticket', a modern coffee machine and regular company events, we are working every day to make German UDS even better, more digital and more modern. Stay tuned.

### **Become part of our vision - shape the digital future with us!**

Are you ready to make your contribution and become part of a future-oriented team? Then we look forward to receiving your application!

#### **Apply now!**

Apply directly via our LinkedIn company profile or send us your CV to [jobs@german-uds.de](mailto:jobs@german-uds.de)

*German UDS pursues an inclusive personnel policy. We expressly welcome applications from people of all genders, origins and backgrounds. We promote a working environment characterized by respect, tolerance and collaboration.*