

student assistants

The Radboud University Network on Migrant Inclusion ([RUNOMI](#)) is looking for two student assistants (start date mid-December 2022) with thematic interest in migrant inclusion issues. One assistant will support the network's general activities and another will help develop and implement a suiting social media and communication strategy for the network. Both positions are for 1-2 years with 8 hours per week for the **general assistant** and 4 hours per week for the **social media assistant**. The student assistants will be part of the RUNOMI core-team consisting of the Education, Research & Valorization Officer (Linda Sloane), the Director Research and Valorization (Pascal Beckers) and the Director Education (Wilbert Spooren). You can either apply for one or both positions.

Main tasks general assistant

- Supporting organization of monthly seminars and the annual conference (summer 2023): arranging location, catering, maintaining contact with speakers and audience, keeping an overview of registrations
- Working on the monthly newsletter (in collaboration with communication assistant)
- Servicing and professionalizing the website
- Communication with network members and other interested parties
- Administrative tasks such as booking conference rooms and planning meetings for core team and board
- Writing reports on events
- Answer general network inquiries

Profile general assistant

- Third year bachelor or master student who will be in Nijmegen for at least one more year
- Thematic interest in migrant inclusion issues
- Good oral and written communication skills in English and Dutch
- Good organization skills
- Some ICT affinity to help with further professionalization of the RUNOMI website (using a content management system)
- Availability of approx. 8 hours per week
- Proactive, flexible and independent

Main tasks communication assistant

- Developing a suiting communication strategy targeted at diverse stakeholders
- Maintain social media account(s)
- Create (social media) content

Profile social media assistant

- Third year bachelor or master student who will be in Nijmegen for at least one more year
- Thematic interest in migrant inclusion issues
- Good oral and written communication skills in English and Dutch
- Good communication skills
- Strong affinity with social media
- Availability of approx. 4 hours per week
- Proactive, flexible and independent
- Creative

We offer

- Student employee contract (8, resp. 4 hours a week)
- Variety of tasks
- Flexible hours
- Working internationally with top-scholars
- Being part of a dynamic network that is developing fast
- Horizontal working environment

See next page for details on procedure!

Procedure

Interested candidates are asked to send a cv and motivation letter to runomi@ru.nl by **Wednesday, 02 November 2022**. Questions about this vacancy may be addressed to Illa Carrión Braakman (current student assistant) via the same email address. Interviews will be held on 14 and/ or 15 November 2022 (between 9am and 11 am) in the Elinor Ostrom building (EOS) on the campus in Nijmegen.

About RUNOMI

RUNOMI was established in the spring of 2018 as a RU-wide platform. Given the paramount importance of ongoing societal challenges related to migrant inclusion issues and the major contribution that interdisciplinary scientific knowledge can make, a substantive group of 100 scholars working at Radboud University has stepped up to intensify collaboration in research, teaching and partnerships with societal actors in the domain of migrant inclusion studies. Since then, a large portfolio of activities has been initiated by RUNOMI and the network has ambitious plans for the upcoming period. For more information about RUNOMI, see <http://www.ru.nl/runomi>.

Students

of all disciplines are

welcome to apply!

Radboud
University
**Network on
Migrant Inclusion**

