



The **Mannheim University Library** offers a full-time position starting at the earliest possible date as

Service Steward for Data Protection and Anonymisation (m/f/d)

The University of Mannheim is renowned for its exceptional research and teaching. The University Library serves as the central information infrastructure and is responsible for coordinating the NFDI consortium BERD@NFDI. It is also a partner in the Base4NFDI project, a DFG-funded joint initiative of all consortia of the National Research Data Infrastructure (NFDI). In this role, you will help shape Germany's most ambitious project for the provision of basic services for research data management and support it with your legal expertise. You will be the central point of contact for data protection and anonymisation topics relating to the basic services in Base4NFDI. You will contribute your expertise in the field of data protection to Base4NFDI and take active part in NFDI working groups focusing on legal topics. The project's working languages are English and German.

Your tasks:

As a specialist for data protection and anonymisation in Base4NFDI you will:

- address issues related to the development and operation of research data services in the BASE4NFDI project, particularly focusing on data protection,
- support the NFDI consortia throughout all phases of service development:
- identifying specific needs in areas such as data protection, third-party rights, and commercial rights, as well as algorithms and models requirements essential for FAIR research data management;
- identify core requirements of new services and communicating the performance of existing services;
- evaluate new software and data protection tools,
- ensure clear communication between the various stakeholders in the development of basic services, balancing interests effectively,
- act as the primary contact for NFDI working groups, service developers and the Base4NFDI office,
- develop and document guidelines and procedures for handling personal data when operating the research data services,
- draft legal recommendations for managing personal data for the project partners

The **University of Mannheim** is one of the leading universities in Germany with an excellent track record in research and teaching. It has about 12.000 students at five faculties and about 2.600 employees. In particular, in the field of economics and social sciences the University of Mannheim is one of the top-ranked universities both nationally and internationally.

The University Library is the central information infrastructure unit of the University of Mannheim and is responsible for the provision of information to the university.

Basic information

Start: At the earliest possible date

Term: until 30.09.2026

Salary grade: E 13 TV-L BW

Weekly hours: 39,5 Stunden hours, opportunities for part-time employment are available on principle

Place of work:
Mannheim, city center, Schloss

Closing date for applications:
06.09.2024

Reference number: UB-24/11

Your profile:

Required qualifications

- An academic degree in law, preferably with a specialisation in data protection or a comparable qualification
- Thorough legal knowledge in the field of data protection and anonymisation
- Knowledge of current topics in the field of digital research infrastructures and science policy
- Willingness to travel within Germany
- Proficiency in written and spoken German and English.
- Teamwork skills, strong communication abilities, commitment, service orientation and flexibility
- Experience with FAIR data management, research data infrastructures, data science or open science

Preferred qualifications:

- Knowledge of anonymisation techniques and experience in the research data management and related services
- Experience with complex (interdisciplinary and international) collaborative projects
- Experience in the development of IT tools and/or IT skills and Knowledge of (IT) service management
- Interest in the development of open source software

We offer:

- A challenging and varied position in a university environment with national and international partners
- The opportunity to help shape new structures in the German research landscape
- The chance to excel in a long-term, highly relevant field of activity
- A flexible working time model, the possibility of teleworking (up to 50%), 30 days holiday
- Access to services offered by the University of Mannheim, such as canteen, further education programmes, and the Institute for Sport
- A workplace in a prestigious baroque palace in the centre of the university campus; city centre location, direct connection to public transport, a few minutes from the main railway station
- An annual salary according to TV-L E13 (<https://oeffentlicher-dienst.info/tv-l/allg/>) as well as the usual social benefits and advantages of the public service

Data protection

Information on the processing of personal data according to article 13 of the GDPR is provided on the Universities website:
<https://www.uni-mannheim.de/en/about/working-at-the-university-of-mannheim/employment-opportunities/dataprotection-during-the-job-applicationprocess/>

The submitted documents will only be returned if accompanied by a sufficiently stamped envelope. Otherwise they will be destroyed after conclusion of the application procedure in accordance with the provisions of data protection law. Electronic applications will be deleted accordingly.

Please be aware that a breach of confidentiality and unauthorized access by a third party cannot be excluded when communicating via unencrypted email.



Innovative work
environment



Flexible work schedules
and arrangements



Family-friendly
higher education
institution



Occupational pension
scheme



Continuing
education and
training



Working in a palace

Applications from qualified disabled individuals will receive preferential consideration. The University of Mannheim is committed to increasing the proportion of women and explicitly encourages qualified women to apply.

We are looking forward to receiving your application! Please send your application via e-mail or mail by **06. September 2024** to:

Direktorin der Universitätsbibliothek Mannheim
Schloss Schneckenhof West
68161 Mannheim

direktion.ub@uni-mannheim.de

For technical questions please contact Vasilka Stoilova (Legal Counsel of the BERD@NFDI consortium)

vasilka.stoilova@uni-mannheim.de

