



The Max Planck Institute for the History of Science (MPIWG) is an internationally respected research institute of the Max Planck Society (MPG) with currently two research departments, several research groups, and a graduate school. At the MPIWG, around 150 scholars from all over the world investigate the sciences past and present, working together on a collective, collaborative, and transdisciplinary basis. The MPIWG is renowned worldwide as a hub for reflection on the role of the sciences in politics and society. It is located in southwestern Berlin, close to the campus of the Free University Berlin and other research institutions.

The Max Planck NTU Singapore Center for Biocultural Worlding (CBCW), led by Co-Director Dagmar Schäfer, seeks to appoint

a Scientific Coordinator (m/f/d)

– **19,5 hours, TVÖD EG 13, 5-year-contract** –

starting as soon as possible.

The CBCW is a collaboration between the MPIWG, Berlin, and Nanyang Technological University (Centre for Art, Science and Biocultural Ecologies), Singapore, launching in April 2026. Jointly situated at both institutions, the Center operates at the intersection of the history of science, artistic practice, and curatorial research. Its aim is to bring together diverse voices from the sciences, law, and material culture across Asia Pacific and the world, with emphasis on questions of knowledge creation, ownership, and belonging, as well as on methodological approaches that foreground artistic, curatorial, and community-based research. The CBCW consists of two closely connected teams—one at the MPIWG in Berlin and one at NTU in Singapore. The working language is English.

The advertised position will be based in Berlin and report to the Co-Director of the CBCW at the MPIWG. The coordinator will work in close and regular exchange with the CBCW coordination team in Singapore (time difference: 6-7 hours), working closely with the Co-Director and Co-Deputy Director at NTU. The role includes active collaboration with internal service units of the MPIWG as well as with external research partners and collaborators. The position makes a substantial contribution to the establishment and continuous development of the Center's structures and to its public presence.

Your responsibilities:

- Coordination of recruitment and academic personnel (application procedures, development of artist-in-residence program, on- and offboarding of scholars and guests)
- Coordination of scientific program and facilitation of collaborative research formats
- Facilitation of collaboration with external partners (research institutions, museums, public art spaces), including cooperation agreements
- Coordination of external communication and public outreach (website, social media, events, etc.)
- Support of committees and governance (preparations for leadership and program committee meetings)

Applicant requirements:

- university degree (minimum Master's) in the arts, social science, or humanities



- familiarity with current issues pertaining to biocultural diversity and sustainability and interest in the history of science
- 2-3 years of experience in research management, interdisciplinary project management
- knowledge of the German landscape and international research collaborations
- proficiency in MS Office applications
- excellent communication and teamwork skills, with the ability to work effectively across academic, administrative, and external stakeholders in an international environment
- excellent command of German and English; further skills in an Asian language desired

What we offer:

- flexible working hours; the opportunity to work from home as arranged with your superior; the opportunity to work part-time
- annual year-end bonus; occupational pension (VBL); subsidy for public transportation within Berlin or Germany (“Jobticket”); paid leave on Christmas Eve (December 24) and New Year’s Eve (December 31) in addition to regular annual leave
- weekly in-house yoga classes; regular information on occupational health management courses offered by our partner health insurance companies
- access to the wide range of training courses offered by the MPG’s Planck Academy
- close contact with all research and research-support units with the opportunity for direct, personal dialogue
- an international setting with staff and guests from more than forty countries

The Max Planck Society is an equal opportunity employer that strives to foster an inclusive workplace. As an institute of the MPG, the Max Planck Institute for the History of Science supports a working community for all free from discrimination and harassment. We explicitly encourage applications from qualified individuals who belong to groups that are often underrepresented in the workplace due to age, disability, ethnicity, family status, gender, nationality, race, sex, sexual orientation, socioeconomic background, or religion.

Please follow the links to find out more about the MPIWG’s policies on [gender equality](#) and [hiring practices for people with disabilities](#), as well as Germany’s anti-discrimination laws as outlined in the [General Equal Treatment Act](#).

Your application:

Please submit your application with complete documents, preferably without a photograph, through our application portal. Include cover letter, curriculum vitae, list of publications, copies of qualifications (in a single PDF file) and employment references (in a single PDF file).

<https://recruitment.mpiwg-berlin.mpg.de/position/33423364>

Applications will be reviewed from **22 March 2026 (23:59 CET)**. We will continue to accept applications until we have found the right candidate.

Please note that we can only accept electronic applications submitted through the portal.

For any questions about the position, please contact Lisa Onaga (lonaga@mpiwg-berlin.mpg.de).

Further information on the MPIWG can be found at <https://www.mpiwg-berlin.mpg.de/>

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