



Advisory services & mentoring

The Graduate Academy can help you with all questions concerning your day-to-day work and your career development. This service is available in German and in English.

At the Welcome and Service Desk of the Graduate Academy, we can help you to find the right point of contact at the FSU and give you preliminary information.

With regard to individual questions about your work or career planning, there is Career Counselling and Postdoc Counselling available at the Graduate Academy.

Welcome and Service Desk

At the welcome and service desk, assistance and advice are offered to all young researchers of the University of Jena. Here you receive information regarding the counselling of postdocs, the International Tutoring Service (intudoc) for international doctoral candidates and the qualification programme. Furthermore, we arrange for you to find the right contact person at Friedrich Schiller University and beyond that.

You can find the service and information desk on the ground floor in the House for Young Researchers (vis-à-vis to the cafeteria).

Opening hours:

Monday, Wednesday 9.00-13.00 h

Tuesday, Thursday 9.00-16.00 h

Career Counselling and Postdoc Counselling

The Graduate Academy offers individual consulting and counselling to all postdocs as well as PhD candidates who are planning their career after the PhD. Typical questions which can be discussed:

- Do I want to stay in academia after I finish my PhD?
- What can I do to improve my chances of doing so?
- How can I use my skills from academia in other career fields?

You can seek advice about all of the themes that are related to your job situation, such as financing, finding a balance between family and career, international mobility, the Wissenschaftszeitvertragsgesetz, the path to becoming a professor and other job possibilities. You can make a personal appointment with [Dr. Hanna Kauhaus](#).

If you want to learn more about career planning and applications, you can also refer to the [workshops in our qualification programme](#).

Mentoring for female postdocs

Mentoring at the start of your postdoc career:

Rowena-Morse-Mentoring Programme for female postdocs

Are you a doctoral candidate or a postdoctoral researcher at the Friedrich Schiller University Jena or another Thuringian university? Are you currently in the planning phase of your individual career path? Are you interested in an exchange with an experienced professor and like-minded peers? Are you motivated to network and to develop your personal profile? Then apply for the Rowena Morse Mentoring Programme!

The mentoring programme provides interdisciplinary support for female doctoral candidates in the final phase of their doctorates and for female postdoctoral researchers in the orientation phase of their individual careers. In addition to the placement of a mentor, specific workshops for further qualification are offered. Within the framework of peer mentoring, the mentees network with (young) scientists from other Thuringian universities and are accompanied in groups by experienced professors from the Thuringian universities. The programme runs for a total of 12 months and begins at the end of October/beginning of November of each calendar year. Programme language is German.

The programme is financed by the Thüringer Kompetenznetzwerk Gleichstellung. The basic concept was developed at the Friedrich Schiller University Jena and further developed by the Mentoring Working Group of the Thuringian Equality Competence Network as a joint concept of Thuringia's universities.

The application deadline is 16th August 2020. You can find the current announcement [here](#). If you have any questions, please contact Dr. Bianka Dettmer at the [Office of the Vice President for Young Researchers and Diversity Management](#).

Experienced postdocs:

Mentoring Programme for female postdocs of the university network of Halle-Wittenberg, Jena, and Leipzig

The mentoring programme for female postdoctoral researchers is an inter-university service provided by the universities of Halle-Wittenberg, Jena and Leipzig. It is targeted at highly-qualified female postdocs, researchers undertaking a "habilitation", junior research group leaders, and junior professors in all disciplines at these universities who were awarded their doctorate at least 2 years ago and aspire to a professorship at a German university. Applicants are also expected to have a serious interest in and high commitment to an academic career.

The programme aims to enable these female researchers

- to access individual advice and support from experienced mentors (one-to-one-Mentoring) on career-related issues and integration into the scientific community,
- training sessions on key career-related competences
- intra- and interdisciplinary professional contacts required for effective planning and pursuit of a career in science.

Each year, up to 24 female postdocs from the three participating universities are admitted to the programme. Upon

request, the one-year participation in the programme can be extended by a second year.

You can submit an application to take part in the programme by the end of the winter semester each year. The application phase is announced at each of the three universities. For further information, please visit the website of the mentoring programme for female postdocs. If you have any questions or would like to submit an application, please contact Mrs. Annette Wagner-Baier at the Office of the Vice President for Young Researchers and Diversity Management.

More contact points at FSU

Family Office, Service Centre for Research and Transfer, Personnel Department, etc.: FSU offers a broad range of information and advisory services. This overview shows which office is responsible for what issues. Contact the Welcome and Service Desk for Doctoral Candidates and Postdocs for assistance to find the right contact person for your concern.

Promotion of research, research transfer and business start-ups

The Service Centre for Research and Transfer offers you information and advice on how to utilise your research results. The Service Centre's business start-up service provides consultancy on ideas for setting up business.

Servicestelle LehreLernen

The service point LehreLernen offers coaching and consultation regarding central questions of university teaching. Further information can be found here.

"JUniFamilie" University's Family Office

The University's Family Office provides information and advice on questions related to "living in Jena with children", on legal aspects linked to "family and career", and on cultural and leisure offers for families in Jena. For more information, click here.

Equal Opportunity Office

The Equal Opportunity Office is the contact point for any questions regarding the promotion of women in academia, gender-sensitive staff policy issues, or individual situations of conflict or crisis in context with gender equality. The University's Gender Equality staff will be happy to help you. For more information, click here.

Staff Council

The staff council provides advice primarily on questions of labour law or when there is a conflict with your superior. For more information, click here.

Personnel Department

FSU employees can turn to the Personnel Department if they have any questions regarding their work contract, payment or the application of the law on temporary employment in research and science (Wissenschaftszeitvertragsgesetz). For more information, click here.