



## CALL FOR APPLICATION FOR TEACHING ASSISTANT POSITION

Semmelweis University, Faculty of Medicine

Institute of Behavioural Sciences

International Mentoring Program

2025/2026 Academic Year I–II. Semester

The Institute of Behavioural Sciences, Semmelweis University is inviting students to apply for paid **Teaching Assistant** position for the subject **International Mentoring Program (two semesters)**.

### Grants available:

- **Prized Teaching Assistant (TA) place for English program: 4 students**
- **Prized TA place for German program: 2 students**
  
- **Application submission deadline:** Last day of the 2024/2025 spring semester exam period
- **Application evaluation deadline:** Beginning of the 2025/2026 fall semester diligence period
  
- **TA assignment duration:** 28 academic weeks corresponding to the academic fall and spring semesters of 2025/2026
- **Required duration of monthly involvement:** Minimum of 10 hours per month
- **Tasks to be performed:** Participation in the organizational, communication, and administrative duties of the International Mentoring Program under the supervision and guidance of Board Members and Institute staff. Tasks include:
  - Supporting the **organization of program events**, workshops, lectures, and supervisions
  - Helping track and document **attendance**
  - Assisting the teachers during practice sessions, lectures and related events
  - Participating in **planning and feedback** activities related to the program's development
  - Promoting program visibility and supporting outreach efforts
- **Conditions for signing the semester:**
  - **Attendance and active participation** in assigned duties throughout the semester, confirmed by a supervising board member or program coordinator with a certificate of
  - completion
- **How to obtain the semester signature and certificate of completion:**
  - Upon verification of active participation and task completion, the supervising coordinator will issue a certificate of completion. It is the responsibility of the TA to ensure timely submission of this certificate to the Institute's administrative contact.
- **TA scholarship amount:** Based on the current dean's decision.
- **Requirements of application:**
  - Prior experience in the mentoring program Excellent communication and organizational skills
  - Proficiency in **English** (and **German** for applicants to the German program)
  - Familiarity with basic digital tools (Google Suite: Gmail, Drive, Sheets, etc.)



- Ability to work collaboratively with a team of board members and university staff

The applications must be addressed to Dr. Adrienne Stauder course leader and sent via email [titkarsag.magtartastudomany@semmelweis.hu](mailto:titkarsag.magtartastudomany@semmelweis.hu) to the Secretariat of the Institute of Behavioural Sciences

Budapest, 2025. May 15.

  
Prof. Dr. György Purebl  
Director  
Institute of Behavioural Sciences

  
SEMMELWEIS EGYETEM  
ÁLTALÁNOS  
ORVOSTUDOMÁNYI  
KAR  
Magtartástudományi Intézet