

The Barenboim-Said Akademie is welcoming applications for a position as

Student Assistant in the Chamber Music Program (30-40h/month)

Preferred start date: **April 1st, 2025**

Established in 2016, the Barenboim-Said Akademie (BSA) is a private, state-accredited, music academy in Berlin, training classical musicians predominantly from the Middle East and North Africa toward a Bachelor of Music and Master of Music degree with a required Humanities and Musicology component. Furthering a vision of musicians as reflective artists and engaged global citizens, our curriculum spans the four years of the Bachelor program and two years in the Master program and is designed both to provide a foundation in the liberal arts and to encourage critical, informed, and creative participation in the cultural arena. It comprises the core required classes in Musicology, Philosophy, History and Literature, as well as a variety of elective courses. Besides individual instrumental lessons, chamber music coaching as well as participation in the BSA orchestra are the core of the instrumental curriculum. The language of instruction is English.

Primary responsibilities:

- Administrative support and assistance with the coordination and tracking of chamber music coaching
- Assistance with scheduling rehearsals for our chamber music coaches
- Communication of rehearsing schedules to the students of the chamber music groups
- Administration of room bookings for the rehearsals with room booking software ASIMUT
- Assistance and support with the planning and implementation of chamber music examinations (incl. retake exams). During the examination period, flexible working hours, including weekends, are required
- if needed, support to other tasks of the student office

Requirements:

- Full-time student status at a German university
- Knowledge in classical music and performative arts
- Excellent English skills, fluent German is beneficial
- Proficiency in Microsoft Office, experience with room booking software beneficial
- Strong organizational, communication, and time-management skills
- Experience in music schools or concert halls beneficial
- The student assistant will be expected to be present in Berlin

Compensation is in accordance with § 7 (1) TV-Stud III.

We especially encourage people of diverse backgrounds, and people with disabilities to apply. Provided with equivalent qualifications, we will give preference to applicants with severe disability. Information on data processing can be found [here](#).

Please send your application in English to jobs@barenboimsaid.de with the subject line **Student Assistant Chamber Music**, including your CV and a cover letter until **March 25th, 2025**.