



Job advertisement for a tutor position starting immediately

The Chair of Prevention and Mental Health at the Institute of Psychology is seeking immediately a Tutor (30-50 hours)

To provide support with the following tasks:

- Literature searching and reference management
- Formatting and proofreading of documents and manuscripts
- Support with data entry and basic data cleaning
- Assistance with preparation of teaching materials
- Administrative support for grant applications
- Transcription or coding of qualitative data
- Creation of summary tables or slides for research meetings

In this position, the student will gain valuable insights into current research projects in the areas of global mental health and implementation science. In particular, there will be an opportunity to gain hands-on experience in academic research, research management, and scientific communication.

Desirable qualifications:

- Interest in mental health, global health, or health services research
- Basic knowledge of Microsoft Office or equivalent software
- Some experience with reference management tools (e.g. Zotero) is an advantage
- Flexible availability by arrangement
- Very good English skills
- Independent thinking and working style
- Organisational talent
- Good communication skills
- High reliability

We would welcome applicants who are able to stay for an extended period. The flexible working hours are generally well compatible with a university timetable and can be adjusted by arrangement.

Contact & Application:

Application (CV + short motivation letter, max. 1 page) by 6 April 2026 as PDF to prevent@psychologie.uzh.ch