

Appointment procedure: Basics and Application (EN)

Katharina Lemke **Deutscher Hochschulverband**

For a successful application procedure, it is necessary to "understand" the text of the advertisement, to make the cover letter and the application documents convincing and informative, and to inform oneself precisely about the application procedure. As a rule, applicants must give a trial lecture. This is followed by an interview with the appointment committee and often a pedagogical trial lecture. After this application presentation, the appointment committee and the department compiles a list of appointment proposals, which finally leads to the awarding of the call. This structure of the application procedure and the legal basis will be discussed in this lecture.

The panel will be chaired by **Katharina Lemke**, Inhouse Lawyer. She studied law at the University of Cologne. During her legal traineeship, she worked at the Cologne University of Music and Dance, at a law firm specializing in civil service and higher education law in Bonn, and at the University of Cologne. She also worked as a research assistant in the legal and consulting department of the German Association of University Professors and Lecturers (short DHV).

After completing her second state examination at the State Judicial Examination Office in Düsseldorf, Ms. Lemke worked in the third-party funding management at a research institution. Since October 2017, she has been working as a legal counsel at the DHV and advises on all aspects of higher education law, civil service law and employment law. In addition, she conducts individual coaching sessions and supports members in the strategic planning of their academic careers. She regularly publishes on relevant topics and appears as a speaker at seminars. Currently, Ms. Lemke is doing a part-time doctorate at the University of Cologne on a topic related to higher education law.

Time:

3.00 – 4.15 pm