



## Mentoring Team Member

The Women in Economics Initiative (WiE) is seeking two dedicated volunteers to join the Mentoring Team. Our Mentoring Team delivers and manages the WiE mentoring programme, from recruiting to matching mentors and mentees, and supporting the mentoring cohort.

Are you passionate about empowering others and helping women excel in Economics? Do you enjoy building connections and fostering growth among like-minded economists? If you thrive in collaborative environments and are motivated to support, guide, and enable others, we encourage you to join us! As a vital part of our mentoring program, you'll help nurture and create meaningful relationships among women and non-binary economists, and contribute to a vibrant and supportive community within WiE and beyond.

WiE was established to advance gender equality in the field of Economics. Our goal is to encourage equal opportunity and balanced representation of genders in the Economics profession across the academic, business, and public sectors.

As a Mentoring Team Member, you will contribute approximately **2 hours per week** and work closely with the team to:

- Revise and refine the strategy of the WiE mentoring programme, ensuring our approach is effective, relevant, and aligned with WiE's mission
- Communicate proactively with the mentoring cohort, keeping participants informed, engaged, and supported throughout each round
- Prepare for the launch of future mentoring rounds and co-organise associated events, including information sessions and networking opportunities
- Organise mentor-mentee matching, ensuring participants are paired thoughtfully based on interests, goals, and availability

Additionally, you will assist in documenting processes, gathering feedback, and supporting the ongoing improvement of our mentoring programme. Careful handling of participant data and a focus on trust and privacy are essential to this role.

The most important qualities for a candidate include:

- **Passion for gender equality and inclusion:** A strong belief in WiE's mission and supporting a welcoming, empowering space for all volunteers
- **Excellent communication skills:** Comfortable contacting a wide range of people, being proactive, and clear
- **Organized, reliable and with a keen eye for details:** Able to follow through with tasks and keep track of details and timelines
- **Commitment to diversity and inclusion:** Dedicated to building a respectful, inclusive environment for all team members and volunteers

The Women in Economics Initiative e.V.  
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We want to build a diverse organisation that welcomes perspectives from all genders, ages, backgrounds, ethnicities, and experiences. If you are excited by our mission and are willing to become a WiE member and engage in the organization on a long-term basis, we look forward to your application!

If you are interested in joining the WiE team as a Mentoring Team Member, please email your CV and a short introduction explaining your interest to [hr@women-in-economics.com](mailto:hr@women-in-economics.com). Please note: WiE is an entirely volunteer-run initiative and this role is unpaid.

We are looking forward to receiving your application!