



## **Funding | Lab assistance for female junior scientists during pregnancy and breastfeeding**

### **Objective**

Lab assistance allows female scientists to continue their lab research during periods of pregnancy and breastfeeding, when they are unable to carry out the practical lab work themselves due to medical reasons.

### **Target audience**

Lab assistance is available to female doctoral and postdoctoral candidates at Ulm University, if lab work would present a risk to the health of their child. In certain circumstances, female bachelor's and master's students may be eligible for funding for lab assistance as well.

### **Duration**

The maximum grantable periods of lab assistance are **from the notification of pregnancy until the beginning of the maternity leave and from the beginning of the return to work** until the child's first birthday.

### **Application**

Applications for lab assistance can be submitted at any time. There is no legal entitlement to this funding. Lab assistance cannot be granted with retroactive effect.

### **Implementation**

A substitute can be requested for ongoing lab work during pregnancy and breastfeeding. Depending on the activity, the work can be carried out by a student, research or technical assistant. The amount of work hours shall not exceed the following limits: 40 hours/month for student and research assistants, and 25% of the average regular work time according to TV-L for technical assistants.

### **Process and contact**

1. Consultation on request  
Equal Opportunities Department, phone +49 731 50-22418 or  
Family Service, Maria Stöckle, phone +49 731 50-25012 Mon-Wed a.m. (not Medical Faculty),  
Medical Faculty: Dean's Office, Dr. Knipper-Willmann, phone +49 731 500-33607, Mon-Thu a.m.
2. Submission of the application to  
Family Service, Maria Stöckle, Dept. III-2, Helmholtzstr. 16, 89081 Ulm, [maria.stoeckle@uni-ulm.de](mailto:maria.stoeckle@uni-ulm.de)  
For applications of scientists at the institutes of the Medical Faculty:  
Dean's Office of the Medical Faculty, Dr. Knipper-Willmann, Meyerhofstraße M28, 89081 Ulm, [ruth.knipper-willmann@uni-ulm.de](mailto:ruth.knipper-willmann@uni-ulm.de)  
The application will be assessed, applicant and HR officer receive notification of outcome.
3. Submission of the application for employment of your proposed employee by the institute to HR department, if possible in parallel to 2. as a lead time of at least four weeks is required.



## Application | Lab assistance for female junior scientists during pregnancy and breastfeeding

### Applicant

Surname \_\_\_\_\_

First name \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

### Employment

Name of position \_\_\_\_\_

Scope of position in % \_\_\_\_\_

Funded by \_\_\_\_\_

End of contract \_\_\_\_\_

Supervisor \_\_\_\_\_

Scholarship

Institute \_\_\_\_\_

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### Requested type of lab assistance

Person wanted for lab assistance (first name | surname) \_\_\_\_\_

Student assistant (*sHK*)     research assistant (*wHK*)    for a total of \_\_\_\_\_ hours/month

Technical assistant    for a total of \_\_\_\_\_ percent  
\_\_\_\_\_ for a total of \_\_\_\_\_ hours/week

### Requested period of lab assistance Estimated date of delivery

from \_\_\_\_\_ to \_\_\_\_\_

### Attachments [to be included with the application]

- Hazard assessment (GB MuSchuG Teil 2 - bei Mitteilung Schwangerschaft) or Doctor's notice confirming the health risk
- Description of previously performed and planned lab work (max. ½ page)
- Description of type and amount of lab work to be performed by the substitute (max. ½ page)
- CV (max. 1 page)
- Qualification concept (max. 1 page)

### Confirmation and signature

*The applicant and the management of the supervising Institute confirm that the lab assistance cannot be funded through either third-party funded projects nor scholarships nor the Faculty's gender equality funds. We furthermore confirm that the employment of a lab assistant has no negative consequences for the assessment of the academic work (e.g. doctoral degree) of the applicant.*

*The applicant will write a report on the work performed by the lab assistant (1 page) upon expiry of the funding. The report must be submitted to the application office within one month upon completion of the measure.*

Date, signature Applicant \_\_\_\_\_

Director (first name | surname) \_\_\_\_\_

Date, signature Director \_\_\_\_\_