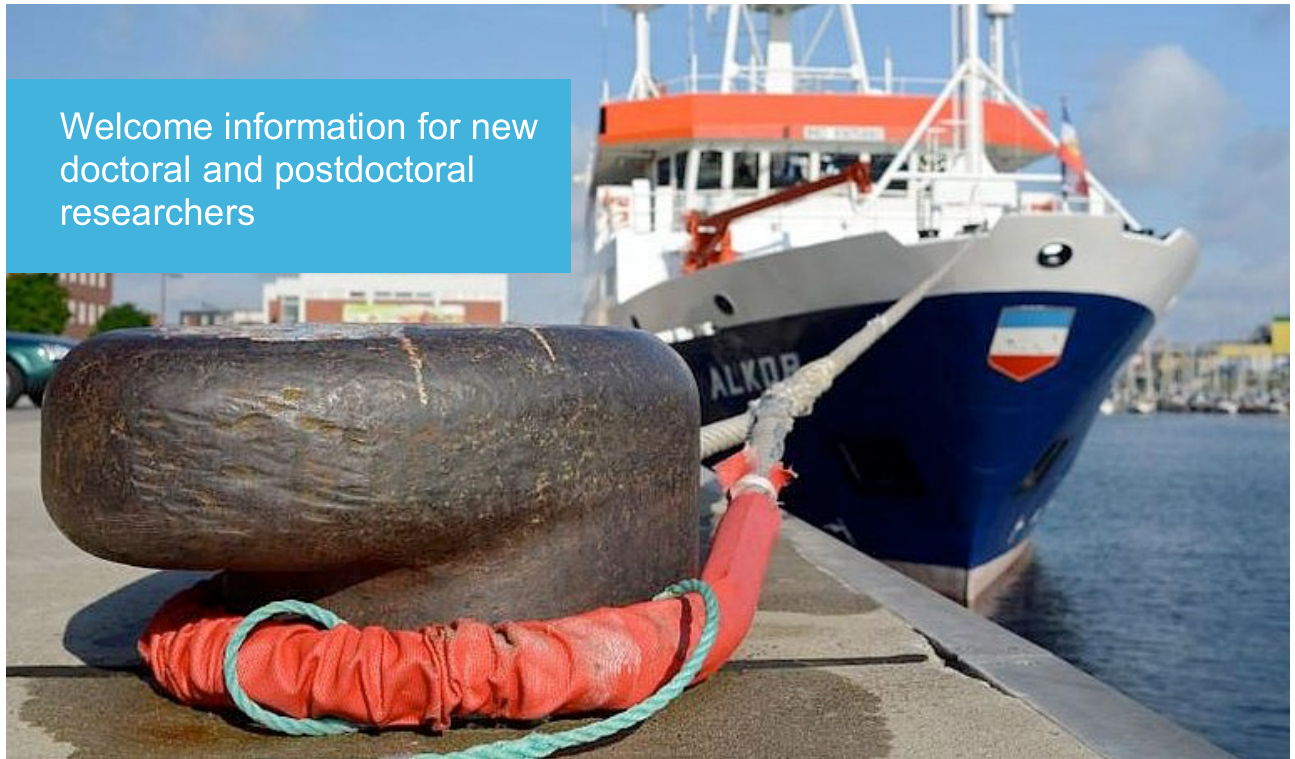


Welcome information for new doctoral and postdoctoral researchers



Welcome to GEOMAR!

Welcome to GEOMAR's international ocean research community! Whether you're starting your PhD or postdoc, we're excited to have you on board. If you have any questions, please reach out to the Early Career Support team at nfpe@geomar.de, and we will get back to you promptly. We wish you an inspiring and successful start at GEOMAR!



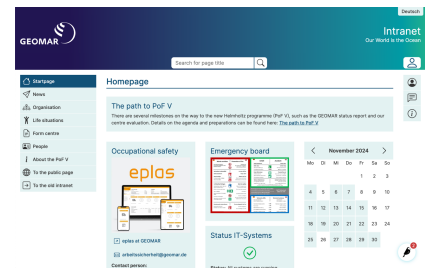
Welcome to Germany

Here you find general information about your first weeks in Germany (including details on visa, registration and accommodation):
www.geomar.de/en/welcome/welcome-to-germany



www.geomar.de

Discover GEOMAR's structure and research strategy within the Helmholtz Association.
 Learn more and connect with us at the next **Welcome Day!**



intranet.geomar.de

A good starting point for information is the GEOMAR intranet. It provides information on relevant contacts, forms, processes, events, support measures, trainings, health, and a lot more.

Practical information

Where do you get your office space and key/chip for the printer?

The team assistant of your research unit is your first point of contact (ask your line manager who is responsible). She/he will organize and provide you with a work place as well as with keys for the office and the entrance doors. The key chip also gives you access to printers, copiers, and scanners. Ask your team assistant how to program the chip.

How do you get your email address and access to the internet and the intranet?

The team assistance of your research unit will provide you with a form to register with the Data Centre. Usually, you will receive your email address and password within a day or two. Note that you should change this password asap. The GEOMAR network and printers can only be used with a GEOMAR computer (from home only via VPN). Until you have your work computer you can apply for a guest account to use the GEOMAR WLAN connection with your private computer. Talk to your line manager and/or the team assistant.

The Data Centre provides support if needed: <https://intranet.geomar.de/idrz/>. Write to helpdesk@geomar.de, if there are issues that you cannot solve by asking your peers. With your registration at the Data Centre, you are automatically subscribed to the following mailing lists: [Intern](#) / [Wissenschaft](#) / [Your Research Division](#) / [Research Funding](#)

As soon as your GEOMAR email is active, you will receive information about ongoing activities via these mailing lists. Every research unit has its own mailing lists. Ask your team assistant and sign up to more: <https://mailman.geomar.de/mailman/listinfo/>

GEOMAR A – Z

Many questions will be answered on the GEOMAR A – Z:
<https://intranet.geomar.de/en/life-situations/a-z-1/>

The GEOMAR Early Career Support



Advisor for doctoral researchers:

[Dr. Janina Dose](#)
jdose@geomar.de



Advisor for postdoctoral researchers:

[Dr. Maren Wanke](#)
mwanke@geomar.de

We are here to support you! We warmly invite you to a personal **Welcome Meeting**; you should have received an email from us, if not, please get in touch to arrange a meeting and ensure you are subscribed to the mailing lists docs@geomar.de and postdocs@geomar.de. If you have any questions, don't hesitate to get in touch with us.

Important for Doctoral Researchers

1. **University registration:** Your degree will be awarded by Kiel University (CAU). Please complete your official doctoral registration and ensure you are enrolled on the doctoral list of the Faculty of Mathematics and Natural Sciences.
<https://www.mnf.uni-kiel.de/en/doctorate-habilitation/doctorate>
The GEOMAR DokTeam has compiled step-by-step guidance on registering as a doctoral candidate at CAU, available via the intranet:
<https://intranet.geomar.de/en/dokteam/registration-as-a-doctoral-student/>
2. **Graduate Center:** The Graduate Center at Kiel University offers free support on funding, interdisciplinary training, networking, and career development (registration required):
https://www.graduiertenzentrum.uni-kiel.de/en?set_language=en
3. **GEOMAR Doctoral Support:** Visit the doctoral researcher pages for additional guidance and institutional support services:
<https://www.geomar.de/en/studying/doctoral-researcher>
<https://intranet.geomar.de/en/early-career-support-and-staff-development/Doktoranden/>
4. **DokTeam:** The DokTeam is the elected representation of doctoral researchers at GEOMAR. They are your point of contact for questions, networking, and representation in committees.
dokteam@geomar.de | www.geomar.de/en/studying/doctoral-researcher/geomar-dokteam

Important for Postdoctoral Researchers

1. The **GEOMAR Postdoc Support** assists postdoctoral researchers in advancing their careers – whether in academia or beyond. Services include tailored training and qualification programs, mentoring, networking opportunities, and individual career consultations. Visit the Postdoc Support webpages for detailed guidance and current offers:
<https://www.geomar.de/en/studying/postdoctoral-scientists>
https://intranet.geomar.de/en/early-career-support-and-staff-development/pact_career_center/
2. **Postdoc+ Team:** The Postdoc+ Team is the elected representation of postdocs and non-permanent scientists at GEOMAR. They represent your interests in committees, serve as contact persons for concerns, and foster exchange through Espresso Talks and social events.
postdoc-speaker@geomar.de | www.geomar.de/en/postdoc-team

Early Career Researchers in Marine Science in Kiel

FYORD (Foster Young Ocean Researcher Development): FYORD is a joint career development program for early-career marine scientists at GEOMAR and Kiel University. The program supports young researchers at all stages—from master's students to postdocs—by providing opportunities, guidance, and resources to help them take the next step toward a successful career in marine science.

FYORD is open to all doctoral researchers and postdocs at GEOMAR. Announcements about grants, workshops, and events are shared through the FYORD newsletter and website. We strongly encourage registration to stay up to date with the latest opportunities.

<https://www.uni-kiel.de/en/fyord>

Events at GEOMAR

Most events at GEOMAR are listed in a calendar on the starting page of the intranet and on the platform <https://events.geomar.de> (GEOMAR net or VPN needed).

Regular Seminars: The Research Divisions (RD) and Research Units (RU) organize individual seminars. Announcements are made via the mailing lists.

Social Events: DokTeam and Postdoc+ Team organize monthly social events for doctoral and postdoctoral researchers that are announced via email.

Writing Hours: The Postdoc+ Team organizes joint writing sessions on Tuesdays (9:30 – 11:30) and Fridays (13:00 – 15:00) – a focused, distraction-free space to work on manuscripts, grants, or any writing project alongside peers, boosting motivation and productivity. These are announced via email.

Espresso Talks: Every two months the Postdoc+ Team organizes Espresso Talks, where people from different RDs introduce their research in short 5-minute talks.

The **German course – “Lasst uns Deutsch schnacken”** is a German conversation course offering an introduction to the German language, information on cultural background and a space for networking for international employees. There are two different course levels: Beginner (Wed, 11:00 – 12:00) and Advanced (Thu, 11:00 – 12:00). You can join and try out at any time. To register mail to: lwestphal@geomar.de

Have a great time at GEOMAR!