

Minijob (Legal Field)

Company Description

Malengo is a non-profit organization (Germany: gGmbH; US: 501(c)(3)) that facilitates international educational migration. We provide mentoring and financial support to students from low-income countries who want to complete a Bachelor's degree or vocational training in a high-income country. We aim to give millions of students the opportunity to pursue the education they want, and to lift themselves and their families out of poverty in the process. We believe that this is one of the most effective poverty reduction strategies in per-dollar terms that is available.

Malengo currently supports low-income, high-ability students in Uganda in applying for and completing a Bachelor's degree, and refugees in Kenya seeking to do vocational training in Germany. By 2030, we aim to support students from most low-income and lower-middle income countries, and facilitate undergraduate studies in more than a dozen destination countries. Our program is sustainable by combining a strong network of volunteer mentors with a financial model in which students support future generations of scholars once they earn a high enough income (Income Share Agreements, ISAs).

Five complete cohorts of Malengo students, which comprise about 300 young people, are already in Germany. The first of these students have already completed their studies. Around 50 more students are preparing to arrive this fall.

In addition, around 250 young people are preparing to come to Germany to start a vocational training (mostly in nursing), the first ones in the spring of 2026. These young people are currently attending intensive German language training in Kenya and Rwanda. Most of them are refugees, mainly from South Sudan, Somalia, Burundi and DRC.

We support our scholars in Germany through a comprehensive program that includes academic preparation, immigration processes, and long-term mentorship. Malengo also works closely with universities, landlords, employers, and government institutions to help our students integrate successfully into life in Germany.

Our team is international, mission-driven, and passionate about social impact, education, and intercultural understanding.

We are now looking for a minijobber for our legal team to support our scholars in legal challenges they face in Germany.



Job Description

Your Role

As a minijobber in the legal field, you will support Malengo's legal and operations team in handling legal questions and challenges faced by our students in Germany. You will contribute to developing practical, creative solutions in areas such as but not limited to:

- Immigration and residence law (e.g. visas, residence permits, student status)
- Labour law (e.g. student employment, contract conditions, workplace rights)
- Tenancy law (e.g. rental agreements, landlord disputes, housing issues)

You will help ensure that our students are treated fairly and have access to accurate information and support in navigating German legal systems.

Your Tasks

- Administrative and organizational support for the legal department in day-to-day operations
- Handling and monitoring of correspondence, including assistance with deadline and document management
- Support in preparing templates, forms, and legal correspondence
- First point of contact for students, public authorities, courts, and other external stakeholders
- Assist in case management and maintain internal legal documentation
- Contribute to creating informational materials and workshops for international students
- Provide practical, "out-of-the-box" solutions to legal and administrative challenges

Qualifications

- Enrolled student in Law, Business Law, or a related field (at least enrolled in 3rd semester, higher semesters preferred) or similar background
- Native German speaker with good English skills (B2 level or above)
- Basic understanding of German legal principles, ideally with knowledge in immigration, labour and tenancy law or an interest in learning more about these areas
- Reliable, independent, and detail-oriented work style
- Interest in working with students from East Africa and other regions (some of whom are refugees), which sometimes involves bridging cultural differences
- Enthusiasm for supporting Malengo's mission of social impact and educational equality
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Additional Information

What we offer

- Meaningful work contributing to fair treatment and empowerment of international students
- Insight into real-life legal issues related to migration, labour, housing and others
- A diverse, supportive, and mission-driven international team
- Opportunity to gain hands-on experience in applied legal work within a non-profit context
- Flexible **remote work** compatible with your studies
- Regulated overtime compensation
- Transparent salary bands (first-year salary 14,40€/hour for Bachelor students, 15,40€ for Master students)

Applications will be considered on a rolling basis until the position is filled.

Application documents: Curriculum Vitae, motivation letter

Anticipated start date: as soon as possible

Malengo is committed to diversity, and we believe that our work is strengthened by our differences in background, culture, experience, national origin, religion, sexual orientation, gender identity, race, ethnicity, disability, and more.

Please apply via smartrecruiters:

<https://jobs.smartrecruiters.com/Malengo/744000104625317-minijob-legal-field->

