

Job Offer

Talent Attraction and Development Officer

The Institut de Ciències del Mar (ICM) is **the largest marine research centre** of the Spanish National Research Council (CSIC). It is also the first marine science centre to be accredited as a **Severo Ochoa Centre of Excellence**, a recognition to the institution's leadership in the field of marine research in Spain and to its commitment to create social impact.

Our goal is to develop **research of excellence** to inspire a society in harmony with the blue planet, in line with the values of the **United Nations Decade of Ocean Science for Sustainable Development (2021-2030)**.

For further information, please visit: <https://www.icm.csic.es/en>

The role and the team

We are recruiting an enthusiastic and highly motivated professional as Talent Attraction and Development Officer at the ICM. The successful candidate will be integrated in the ICM's Research Support Office (RSO), and will carry out the tasks in coordination with the team of the Talent Development and Work Environment Unit of the RSO and the Director Team.

The successful candidate will be responsible for implementing several activities and actions related to **talent attraction of both early career and experienced researchers at a national and international level, participation of the ICM in academic programmes and talent development of ICM staff**, ensuring high quality, efficient processes and timely delivery.

Job description

The successful candidate will be involved in:

- Liaison with universities and other ICM stakeholders in order to deploy institutional academic programmes.
- Talent attraction strategy for promising young/early career candidates nationally and internationally: identification of competitive fellowships, support candidates in the application process, manage internal calls of CSIC fellowships, coordination and attendance to talent attraction events & fairs. This work will be carried out in collaboration with the Project Management Unit of the RSO.
- Talent attraction strategy for excellent experienced researchers, with emphasis at the international arena: identification of excellent candidates with potential for ICREA/ATRAE positions, support candidates in the application process, design and implement talent attraction packs, help candidates to settle in Spain and at ICM. This work will be carried out in collaboration with the Project Management Unit of the RSO and ICM administration.
- Liaison with the “ICM gender equality and diversity task force” and with the “ICM young researchers” community in aspects related with career development.
- Support to PhD and postdocs in the preparation of their career development plans.
- Support to the Work Environment unit in the implementation of the ICM Training plan and ICM mentoring programs.
- Support to the Work Environment unit in the organization of engagement activities for the ICM scientific community

Requirements

We are looking to hire a professional that has:

- A degree in experimental or social sciences
- Proven experience in positions related to career development strategies in academic organizations such as research centers, universities, etc.
- Good knowledge of the Catalan and Spanish research ecosystem
- Very good interpersonal communication, networking and team playing skills
- A well organized person with attention to details



- Proactive, flexible, and problem-solving attitude.
- Fluent in English, Spanish and Catalan (both written and spoken)
- Proficient in basic IT skills (Excel, Power Point, Word, research management software, etc.)

The offer

We are offering a contract with the following conditions:

- **Estimated annual gross salary:** Salary is commensurate with qualifications and experience, and consistent with CSIC pay scales.
- **Target starting date:** September 2023
- **Work place:** Measures to reconcile work and family life (flexible schedule working hours, option to telework).

CSIC and all its research centers were awarded with the "[HR Excellence in Research](#)" seal in 2021. This recognition reflects our commitment to continuously improve our human resources policies in line with the [European Charter for Researchers](#) and the [Code of Conduct for the Recruitment of Researchers](#).

Recruitment at ICM is open, transparent and merit-based, and all applicants compete on the same terms.

*Interested candidates should send a cover letter and a CV **before July 13th** to:*

talent-osr@icm.csic.es

Candidatures will be reviewed upon reception and a first round of interviews might take place before the deadline.

With the funding support of the 'Severo Ochoa Centre of Excellence' accreditation, of the Spanish "Ministerio de Ciencia, Innovación y Universidades". 2020-2023 (CEX2019-000928-S)