

JOB OPENING AT IRB BARCELONA

HEAD OF FUNDRAISING, MARKETING & COMMUNICATION (ref. AD/18/02)

Institute for Research in Biomedicine ([IRB Barcelona](#)) is a world-class research centre devoted to understanding fundamental questions about human health and disease.

With more than 400 members from 30 countries, over its 10 years of existence, IRB has managed to consolidate not only an important scientific reputation for its results, but also a growing public recognition towards society: it has starred in one of the fundraising and communication with the greatest impact on biomedical research, "[scientists at IRB Barcelona dance for cancer, Alzheimer's and diabetes research](#)", receiving Spanish Fundraising Association's (AEF) Best Campaign Award 2015.

IRB Barcelona already has a certain trail and several successful experiences in fundraising, [for example in receiving legacies](#).

IRB Barcelona is seeking a Head of Fundraising, Marketing & Communication.

The successful candidate will be responsible for leading, developing and coordinating private fundraising initiatives, as well as IRB Barcelona's marketing and communication strategies.

The Head of Fundraising, Marketing and Communication will provide leadership to the following areas:

- Fundraising
- Marketing
- Internal and external communication
- Scientific divulgation
- Alumni relations

The Head of Fundraising, Marketing and Communication reports to the Managing Director and is part of the Institute's Management Committee.

DUTIES

- Lead, design and develop IRB Barcelona's fundraising strategy, as well as implement the corresponding tasks. This area includes raising private, non-competitive funds from major donors, partners, foundations, companies, legacies and events, as well as the corresponding loyalty marketing actions. A priority will also be to develop an internal culture of raising private funds for IRB Barcelona as a whole.
- Design and implement the marketing and positioning plan and strategy for IRB Barcelona, developing the Institute's products and services. The postholder will identify audiences and key messages, promote IRB Barcelona's value towards society, and create links and a solid collaboration relationship with all interested parties, which include the wider scientific community, IRB Barcelona researchers, trustees and funding entities, future researchers, alumni, donors, the educational community and the general public.
- Lead and supervise communication actions at a national and international scale, including relations with media, institutional communications, on- and off-line publications, digital strategy, social networks, internal communication, branding, conferences and events.



IRB BARCELONA endorses the Requirements and Principles of the *European Charter for Researchers*, the *Code of Conduct for the Recruitment of Researchers* and Open, Transparent, Merit-based recruitment promoted by the European Commission and follows Equal Opportunities policies.

On 9th December, 2014, IRB Barcelona was awarded the "HR Excellence in Research" logo. This recognition reflects the commitment of the Institute to continuously improving its human resources policies in line with the *Charter & Code*. The Institute works to ensure fair and transparent recruitment and appraisal procedures.

- Lead science education and public engagement initiatives, especially with schools and teachers.
- Lead and supervise IRB Barcelona's alumni relations strategy.

EXPERIENCE, KNOWLEDGE, SKILLS & SELECTION CRITERIA

Must Have - Required

- **Experience:**
 - University degree; fundraising and/or marketing specialization preferred
 - Minimum of 5 years' experience on fundraising
 - At least 3 years in a management position and proven experience on team leadership.
- **Knowledge:**
 - Demonstrated success in fundraising.
- **Skills:**
 - Excellent writing and verbal communication skills in English (proficiency level equivalent) and in Spanish/Catalan.

WORKING CONDITIONS & ENTITLEMENTS

- **Working conditions:** Employed in compliance with Spanish legislation and regulations under a full-time contract. Employees receive the benefits of the Spanish Social Security system covering sickness, maternity/paternity leaves and injuries at work. Salary commensurate with experience and qualifications.
- **International Environment:** The opportunity to join a prestigious international research institution.
- **Continuous training** in a high-quality environment.

HOW TO APPLY & SELECTION PROCESS

Applications for the above opening should include a **CV** and **motivation letter**, to be sent by e-mail to irbjobs@irbbarcelona.org Reference: **AD/18/02**

- **Deadline for applications:** 16/03/2018
When the applicants do not fit the requirements, the deadline will be able to be extended.
- **Number of positions available:** 1
- **Selection process**
 - **Pre-selection:** Will be based on CV, motivation letter and experience.
 - **Interviews:** Short-listed candidates will be interviewed.
 - **Offered Position:** Job Offer will be sent to the successful candidate after the interview.



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For more information please visit our website at: www.irbbarcelona.org

Note: The strengths and weaknesses of the applications will be provided upon request.

If you, as an applicant, have any suggestion or wish to make a complaint regarding the selection process, please contact us at the following email address: irbreruitment.suggestions@irbbarcelona.org You will receive a response within a month.



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