

INTERNAL PROMOTION CALL

The Institute

The **Santa Creu i Sant Pau Hospital Research Institute Foundation** is a scientific foundation which mission is to improve health and quality of life of the population, through the production and dissemination of scientific knowledge, training of researchers to an international standard, and promoting health innovation and the incorporation of medical advances in clinical practice and healthcare policies. Created in 1992, the institute was attached to the Autonomous University of Barcelona (UAB) in 2003, and since 2011 it is part of the Government of Catalonia's CERCA Programme.

For the Foundation, it's a priority to ensure that the recruitment of the most suitable candidate to cover a job is carried out through an open selection process, transparent and merit-based (OTM-R). Following these guidelines will promote the mobility of staff, the exchange of knowledge and, ultimately, the increase in the quality of teaching and research. Faithful to the commitment to the human resources strategy of the European Union, our institution's personnel selection and recruitment procedures are governed by a set of basic principles that guarantee everyone equal access to a work placement. Therefore, the constitutional principles of equality, merit and capacity are followed, respecting in any case the national and international regulations in force in this area, specifically the European Charter of the Investigator and the Code of Conduct for the recruitment of Researchers (C&C). The principles of C & C are applicable for the recruitment of any staff of the institution, regardless of their professional category.

The **Santa Creu i Sant Pau Hospital Research Institute Foundation** needs to incorporate at the **Communications and Fundraising Area**:

A6 Area Director

About the Unit / Group:

The Communications and Stakeholders Relations Area was created in 2021 to increase the institute's reputation and visibility as well as to strengthen and build new relations with key stakeholders. The Communications Unit communicates and disseminates IIB Sant Pau's cutting-edge research and innovation activities at national and international level. Through a breath of activities and projects, the unit engages with the public and different stakeholders to promote public engagement and to raise awareness about biomedical and health research. The Communications Unit is an accredited Unit of Scientific Culture and Innovation (UCC+i) by the Spanish Foundation for Science and Technology (FECYT). It is member of the Scientific Culture and Innovation Units Network, which includes the main agents for the dissemination

of science and innovation in Spain. The Unit is responsible for corporate image, media relations, public engagement, internal communication and fundraising.

Essential requirements

- Minimum qualification required: Higher Education (Bachelor's Degree, University Degree), in Journalism, Marketing, Publicity, Communication or Health Sciences.
- Minimum 5 years of accredited experience in communication in institutions dedicated to the field of research, the pharmaceutical industry or in the field of public health.
- Minimum 5 years of accredited professional experience as a Manager.
- Oral and written knowledge of the two official languages of Catalonia. Level C of Catalan
- High Level of English
- Advanced knowledge of office tools (excel, word, power point, etc).

Skills will be valued

- Master's degree or postgraduate qualification in the field of Communications or similar, in research, in the pharmaceutical industry or in public health.
- Experience in creative leadership in the development of communication plans.
- Excellent communication, presentation and relational skills.
- High level of empathy and ability to manage multidisciplinary teams.
- Mastery of the digital, audiovisual and social media fields.
- Ability to make decisions in environments of maximum demand, uncertainty and urgency.
- Strong organizational and team leadership skills and conflict management.
- Extensive experience in national and international (traditional and scientific) communication .
- Experience in the development of fundraising actions.

Functions

- Define and monitor the Annual Communication Plan (internal and external) of IIB Sant Pau.
- Coordinate with the communication department of the Hospital de la Santa Creu i Sant Pau and the other entities of the IIB Sant Pau.

- Plan, execute and evaluate of divulgative actions.
- Management of digital content on the web and social networks at national and international level.
- Management of the relationship with the different media.
- Define the communication rules and their policies with the interest groups in collaboration with the different areas of the Institute and in accordance with the objectives set by the Management.
- Make the annual communication reports and reports for management that serve as a basis for decision-making.
- Define impact indicators and follow-up of IIB Sant Pau communication projects (web page, annual report, etc.)
- Maintain a fluid and coordinated relationship with all Units to implement the internal communication plan and coordination of active advertising provided for in the transparency law, etc.
- Define the Corporate Image in the different media.
- Elaborate and monitor, together with Management, of the marketing and fundraising plan.
- Led the fundraising Unit: Management of company sponsorships and donations, Capture private donations and memberships, make Institutional fundraising campaigns, and offer support for researchers to carry out fundraising initiatives.
- All those entrusted to him by the Scientific Directorate and the Management.

Offered

- Permanent contract
- Annual workday of 1.627,50 hours (37,5 hours/week)
- Remuneration according collective agreement
- Communication and Fundraising Area

Documents and deadline for submission

Interested parties should preferably deliver the documentation (1) in PDF, by e-mail to the Management of the Santa Creu i Sant Pau Hospital Research Institute Foundation, address ir_seleccio@santpau.cat , indicating the reference **2023/050**

(1) Application letter and updated Curriculum Vitae

At the request of the Santa Creu i Sant Pau Hospital Research Institute Foundation, the candidates must present the documentation accrediting the merits mentioned in the curriculum vitae.

Applications will be resolved within a maximum period of one month from the end of the deadline for submission of documentation. At the end of this period, without having been notified of an express resolution, the interested parties will be entitled to understand that their applications have been rejected.

Santa Creu i Sant Pau Hospital Research Institute Foundation may declare this call for applications closed if, according to its criteria, the candidates does not meet the conditions that the Institution considers necessary to fill the position.

The interpretation of the requirements and their enforceability to the candidates will be exclusive to the Santa Creu i Sant Pau Hospital Research Institute Foundation.

**The deadline for submitting applications
will end on January 31, at 3:00 p.m.**

**** This promotion is subjected to the payment of the extraordinary contribution by the Health Department. However, the application of the promotion will be retroactive to 1 January 2023, in the case that the mentioned contribution is received after this date.**

Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau, sited at C. Sant Quintí, 77-79, 08041, Barcelona, Tel: 93 291 90 50, NIF: G-60136934, as Data Controller and in compliance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) and the Organic Law 3/2018 of 5th of December, on the protection of personal data and the guarantee of digital rights, will treat your data with the sole purpose of developing this call. The legal basis for this treatment is the article 6.1 a, c and f from the GDPR, giving that we will ask for your consent, the treatment is necessary for the application of precontractual measures and its necessary to satisfy the legitimate interests pursued by the Data Controller.

The data will be kept during the necessary time to develop the call. Data will be treated solely by that areas and services that are allowed to in accordance with their assigned competences and functions. There will be no data cessions made unless there is a legal obligation to do so. You are entitled to exercise the rights of access, rectification, deletion, opposition, limitation and portability. In case you have any doubts, you can contact the data protection delegate at dpo_ir@santpau.cat. You also have the right to file a complaint to the relevant control authority.

***PERMANENCE COMMITMENT:** Selected persons who will hold the summoned or vacant position, will not be able to apply for a new call until 1-year period has expired. In case of part-time job positions, this period will be of 6 months. In both cases, the period will compute from the date of publication of the resolution. The vacant summoned, and the ones that derive from it (intern movements), will be successively covered on the same proceeding among the submitted candidates to each particular call, regardless of whether this entails coverage of places in turns other than the call.*

Barcelona, 24/01/2023



Human Resources Departament

Santa Creu i Sant Pau Hospital Research Institute Foundation

