



The Vall d'Hebron Research Institute (VHIR) is a public sector institution that promotes and develops the research, innovation and biosanitary teaching of the Vall d'Hebron University Hospital. Through the excellence of our research, we identify and apply new solutions to the health problems of society and we contribute to spread them around the world.



HR EXCELLENCE IN RESEARCH

In April 2015, the **Vall d'Hebron Research Institute (VHIR)** obtained the recognition of the European Commission **HR Excellence**.

This recognition proves that VHIR endorses the general principles of the European Charter for Researchers and a Code of Conduct for the Recruitment of Researchers (**Charter & Code**).

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## International Pre-Award Research Manager (Grant Writer)

### International Project Unit (Pre-Award) – Research Grants Office – Competitive Project Directorate

VHIR's International Project Office (Research Grants Office) is responsible for managing all international competitive projects at VHIR and at Hospital Universitari Vall Hebron (HUVH). It provides support to researchers throughout the lifecycle of competitive research projects to contribute to the leadership of VHIR and HUVH in biomedical research.

We encourage and support our researchers in the pursuit of competitive funding for research detecting opportunities and contributing to the development of quality proposals (Pre-Award office). Once the desired funding is achieved, we provide support in managing granted funds to comply with internal policies and funding bodies regulations (Post-Award office).

We are currently looking for an enthusiastic candidate to join the Pre-Award team as an **International Pre-Award Research Manager (Grant Writer)** for development of European and International competitive proposals.

#### JOB DESCRIPTION

##### Education and qualifications:

##### Required:

- University degree in biomedical science related disciplines
- Fluency in English (business level) and high written English level (C1 level or equivalent)





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#### Desired:

- Doctoral degree in biomedical science related disciplines

#### Experience and knowledge:

##### Required:

- At least 2 years of work experience in proposal preparation and/or managing of competitive international research projects, especially Horizon Europe projects.
- A thorough knowledge of European funding programmes, with special emphasis on Horizon Europe.
- Well organized person with very good attention to detail and the ability to work to tight deadlines
- Self-motivated, creative, proactive, well-organized and results oriented
- Excellent teamwork with good interpersonal, written and oral communication skills

##### Desired:

- Knowledge of other EU, national and international funding programmes (ie: EU4HEALTH, DIGITAL, NIH, etc).
- Experience in addressing RRI aspects and/or other transversal aspects important for Horizon Europe proposals
- Previous experience in health/biomedical research environment
- Experience in scientific writing/editing
- Track record of successful grant applications (as researcher or as grant writer)
- Experience in coordinating Horizon Europe collaborative proposals
- International work experience





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## Main responsibilities and duties:

International Pre-Award Research Manager (Grant Writer) main responsibility is to encourage and support Principal Investigators at VHIR in the pursuit of competitive funding for research. The main duties of this position will include:

- Analyze Horizon Europe calls (Cluster Health, ERC, etc)
- Contribute to the strategic evaluation of funding opportunities and project ideas
- Support researchers during proposal preparation and provide assistance in the project plan preparation
- Contribute to consortium building: search and select strategic partners
- Participate in the preparation of international competitive research proposals (writing and review)
- Attendance at events to establish new collaborations and contacts
- Any other duties related to the job as requested to contribute to the general functioning of the International Project Office.

## Labour conditions:

- Full-time position: 40h/week.
- Starting date: immediate
- Gross annual salary: Remuneration will depend on experience and skills. Salary ranges are consistent with our Collective Agreement pay scale
- Contract: linked to project funds (until 31-12-2024, possibility of renewal) **This contract is supported by GPE2022-000935 funded by MCIN/AEI /10.13039/501100011033. Renewal possible.**





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## What can we offer?

- Incorporation to Vall d'Hebron Research Institute (VHIR), a public sector institution that promotes and develops the biomedical research, innovation and teaching at Vall d'Hebron University Hospital (HUVH), the biggest hospital of Barcelona and the largest of Catalan Institute of Health (ICS).
- A scientific environment of excellence, highly dynamic, where high-end biomedical projects are continuously developed.
- Continuous learning and a wide range of responsibilities within a stimulating work environment.
- Individual training opportunities.
- Flexible working hours.
- 23 days of holidays + 9 personal days.
- Flexible Remuneration Program (including dining checks, health insurance, transportation and more)
- Corporate Benefits: platform through which you can obtain significant discounts on travel, culture, technology, gastronomy, sports... among many others.
- Healthy Offering: choose from a variety of wellbeing focused activities to be the healthiest you.

## How to apply:

Applicants should submit a full Curriculum Vitae and a cover letter with the reference "*Pre-Award Research Manager*" to the following email address: [seleccio@vhir.org](mailto:seleccio@vhir.org)

**Deadline to apply: 04-03-2024**

