

Project Manager Specialised in International Talent Recruitment

(Ref. 2413 - TALENT)

WHO ARE WE?

The Hospital del Mar Research Institute is part of the Barcelona Biomedical Research Park (PRBB), one of Europe's most significant and innovative research centres. We are a benchmark in translational research, and our proximity to Hospital del Mar allows us to connect biomedical research with clinical practice to improve people's health. We have access to the best technological platforms and a dynamic, international working environment.

WHAT ARE WE LOOKING FOR?

We are looking for a person with a strong interest in attracting international talent who wants to join our team. You will be responsible for developing and coordinating strategies to attract and retain research staff from all over the world, facilitating their integration into our institution. Your responsibilities include:

- **Developing strategies for attracting international talent:** Designing and implementing programmes aimed at attracting both senior and junior researchers and coordinating selection calls.
- **Managing the onboarding process:** Facilitate the arrival and integration of international staff, supporting them with visas, work permits and accommodation, as well as coordinating welcome and orientation services for new members.
- **Collaborating with the key departments of the Office of Research Staff Recruitment (OCPI):** optimising the talent recruitment process.
- **Organising networking and training activities:** Promoting networking events, conferences and seminars to support the integration of international staff. Managing and participating in training sessions on talent recruitment and international mobility.
- **Optimizing administrative processes:** Supporting the digitalisation of administrative processes for mobility agreements and collaborations with foreign institutions, implementing improvements in recruitment and management processes.

Requirements

- ✓ We are looking for a proactive person with organizational skills and strong communication abilities who enjoys working in a multicultural team environment.

- ✓ Degree in Human Resources, Business Administration, International Relations, or related disciplines.
- ✓ Minimum 3 years of experience in international project management and talent acquisition in academia or research environment.
- ✓ Fluency in English (advanced level) and other languages would be an advantage.
- ✓ Knowledge of international mobility processes and digital recruitment systems.

WHAT DO WE OFFER?

- A 2-year contract corresponding to the duration of the grant *Convocatoria 2024 de Ayudas para la Preparación y Gestión de Proyectos Europeos y Facilitar la Atracción de Talento Internacional en las Instituciones de I+D (GPE2024)* de la Agencia Estatal de Investigación (Ministerio de Ciencia, Innovación y Universidades). Hiring is subject to the final approval of the grant.
- Being part of an international team in a dynamic and growing environment.
- Access to continuous training and professional development opportunities within the field of talent recruitment and project management.

ARE YOU INTERESTED?

If you want to be part of this project, please send your CV and a cover letter to Laia Rabal (lrabal@researchmar.net). Deadline: December 6, 2024.