

Job Position Advertisement

MANAGER OF SEVERO OCHOA EXCELLENCE AWARD & INTERNATIONAL OFFICE

About the Position

The Institute for Plant Molecular and Cell Biology (IBMCP) is seeking a highly motivated and experienced **Project Manager** to support the implementation, monitoring, and reporting of the institution's Severo Ochoa Centre of Excellence programme, including the associated internationalization initiatives. The successful candidate will play a key role in coordinating strategic activities across scientific and administrative domains, ensuring compliance with funding requirements, facilitating interactions with stakeholders, and contributing to the successful execution of the Centre's scientific and institutional objectives.

This position offers an excellent opportunity to work at the interface of research, strategy, management, and institutional development within an internationally recognized research environment.

Key Responsibilities

The selected candidate will work closely with the Scientific Director and institutional stakeholders to:

- Coordinate the implementation of the Severo Ochoa strategic plan and annual action plans.
- Monitor project milestones, deliverables, indicators, and budget execution.
- Prepare technical and financial reports for funding agencies and institutional bodies.
- Ensure compliance with the requirements established by the Spanish State Research Agency (AEI) and other relevant regulations.
- Organize internal governance meetings, scientific advisory board (SAB) meetings, workshops, and evaluation activities.
- Lead the preparation, submission, and follow-up of institutional initiatives of recruitment, training, outreach, internationalization, and knowledge transfer funded under the Severo Ochoa programme.
- Collect, analyze, and present key performance indicators related to research excellence, talent attraction, scientific output, and institutional impact.
- Coordinate communication with internal and external stakeholders, including funding agencies, partner institutions, and scientific committees.
- Contribute to strategic planning, risk assessment, and continuous improvement processes.

- Assist in the preparation of future excellence programme applications and evaluations.

Candidate Profile

Essential Requirements

- University degree in a relevant field (Life Sciences, Engineering, Social Sciences, Business Administration, Public Administration, or related disciplines).
- Outstanding organizational and coordination skills with the ability to manage multiple tasks simultaneously.
- Experience in research project management, preferably within publicly funded research environments.
- Experience in preparing technical reports, monitoring indicators, and managing complex projects and performance indicators.
- Excellent understanding of national and European research funding frameworks.
- Experience working in international and multidisciplinary research environments.
- Excellent written and verbal communication skills in English.
- Proficiency in Spanish and/or Valencian.
- Advanced proficiency in standard office software and project management tools.

Desirable Qualifications

- Master's degree or PhD.
- Previous experience managing Severo Ochoa, ERC, or similar excellence programmes.
- Experience in strategic planning, institutional evaluation, or quality management.
- Knowledge of Spanish public research regulations and funding procedures.

Competencies

We are looking for candidates who demonstrate:

- Strategic thinking and problem-solving abilities.
- Excellent interpersonal and communication skills.
- High level of autonomy and initiative.
- Attention to detail and commitment to quality.
- Ability to work collaboratively with researchers, administrators, and stakeholders.
- Strong analytical and reporting capabilities.

Employment Conditions

- **Contract type:** Full-time contract according to CSIC's employment regulations.
- **Duration:** Initial contract linked to the Severo Ochoa programme (2026-2030), with the possibility of extension subject to funding and institutional needs
- **Starting date:** September 2026
- **Workplace:** IBMCP, Valencia (Spain)
- **Salary:** Competitive salary commensurate with qualifications and experience

- **Benefits:** Flexible working arrangements, professional development opportunities, access to training programmes, and participation in an internationally competitive research environment

Equal Opportunities

IBMCP is committed to fostering an inclusive, diverse, and equitable working environment. Applications from all qualified candidates are welcome regardless of gender, nationality, ethnic origin, disability, age, religion, or sexual orientation.

Application Procedure

Applicants should submit:

1. Motivation letter describing their suitability for the position.
2. Curriculum Vitae.
3. Contact details of two professional references.
4. Any additional supporting documentation considered relevant.

Applications should be submitted to gerencia.ibmcp@csic.es before **July 15, 2026**.

Reference: Please indicate "SO-CA-2026-0701" in the subject line