RESEARCH SUPPORT MANAGER VACANCY AT THE INSTITUTE OF NEUROSCIENCES
COMMUNICATION MANAGER AND DATA ANALYST

Functions and task

Scientific communication and outreach
- Update of the Institute’s website http://www.neurociencies.ub.edu
- Elaboration of content for the website (news, events, services...)
- Support in the dissemination section of national and international calls
- Support in the preparation of the Institute’s monthly newsletter
- Management of digital channels (twitter, linkedin, youtube etc.)
- Coordination and support of scientific dissemination projects (NeuroArt, Escolab, Science Festival, Meet the brains, Una finestra al cervell, etc.)
- Update of the Institute’s strategic communication plan

Data analysis
- Collection and analysis of data in the framework of the María de Maeztu call
- Preparation of the Annual Report
- Creation and updating of research impact indicators (articles, citations, IF, etc.)

Support in ordinary management
- Support in the organization of activities such as Neurosciences Conference Series, PhD Workshops, SAB meeting
- Support in the management of UBneuro calls.

All tasks will be carried out under the direction and supervision of the Director of the Institute and the Research Developer

Offer requirements

- Bachelor degree (diplomatura or licenciatura)
- Knowledge in: HTML, graphic design programs and data management programs and previous experience in scientific communication tasks will be valued.

Languages: Catalan, Spanish and English

Working conditions
Immediate incorporation.
Contract for one year (December 31, 2022) extendable.
Part-time

Submission
Send an email with a CV and a letter of motivation to ubneuro@ub.edu (subject: UBneuro vacancy) before 18 November.