PERSONES
PERSONAS
PEOPLE

WE ARE LOOKING FOR...

Deputy Director

What do we offer?

Department	Management
Type of contract	Executive Management, with a 6 month probationary period
Home	Planned incorporation as soon as possible after the resolution of the selection process.
Matchday	37.5 hours – Full-time
Opening hours	Variable
Category	Deputy Director
Remuneration	To be determined based on experience and worth

The Institute

The Institute for Biomedical Research of Lleida, Dr. Pifarré Foundation (IRBLleida) was created with the aim of creating synergies between basic, clinical and epidemiological research, making biomedical research a key driver to improve current clinical practice. IRBLleida covers a chain of translational research, from basic research, aimed at understanding the physiological and pathological mechanisms of the human body, to research that studies the behaviour of diseases in large population groups.

IRBLleida has been a CERCA institute since 2013, and therefore it is organised according to a model of good governance and operation that

guarantees efficiency, flexibility in management, talent recruitment and promotion, strategic planning and executive capacity.

In addition, it is one of the 34 Spanish Health Research Institutes (IIS) recognised by the Carlos III Health Institute and the Government of the Generalitat, as established by Law 16/2003, of 28 May, on the cohesion and quality of the national health system.

In December 2014, the Institute for Biomedical Research of Lleida received the 'HR Excellence in Research' recognition from the European Commission. This is a recognition of the Institute's commitment to developing a strategy of human resources for researchers, designed to align practices and procedures with the principles of the European Charter for Researchers and the Code of Conduct for the recruitment of researchers (Charter and Code).

Please see our recruitment policy.

Professional profile of the person hired

Deputy Director

Requirements

Candidates who do not meet these requirements will be excluded from the selection process.

Academic background

- To be in possession of a PhD (Doctoral degree) **in the field of health sciences.**

Language skills

- Have oral and written knowledge of **Catalan, Spanish and English equivalent to level C1** of the Common European Framework of Reference for Languages.

- This proficiency may be demonstrated through an official certificate or qualification or, where applicable, through a language assessment conducted as part of the selection process.

Professional experience

- Proven professional experience of at least five years in biomedical research.
- Proven experience of more than two years in scientific management within research centres.
- Proven experience in leading and coordinating multidisciplinary and/or cross-functional teams, particularly in complex and highly demanding environments.

These requirements must be met at the beginning of the contract.

Tasks to be carried out

The selected candidate will be appointed by the Board of Trustees, upon proposal of the Director, and will report organically to the Director of IRBLleida. He will be a member of the Executive Management Committee and will directly manage a team of approximately ten people.

The postholder will be responsible for leading and promoting IRBLleida's Research and Innovation Area and overseeing the Institute's Scientific and Technical Services. The role includes providing scientific support and advice to the Institute's research areas, groups and researchers, with the aim of fostering knowledge generation and transfer, scientific excellence, and the Institute's competitive positioning at both national and international levels, in line with IRBLleida's Strategic Plan.

The main functions of the position are:

- Participate in the design, development, monitoring and evaluation of IRBLleida's Strategic Plan, particularly in the areas of research, innovation, internationalisation and scientific development.
- Define and promote the national and international research strategy, as well as actions aimed at securing competitive funding and supporting the continuity and sustainability of research projects.

- Lead the development and implementation of the innovation and knowledge transfer strategy, including the identification of research outcomes, project promotion, management of intellectual and industrial property, and the fostering of an innovation-driven culture.
- Plan and oversee the activities of the Scientific and Technical Services, ensuring alignment with the Institute's scientific priorities, service quality, and the sustainability of research infrastructures.
- Coordinate and support the scientific activities of research areas, groups and researchers, promoting collaborative initiatives and enhancing scientific output, particularly at the international level.
- Promote the development and implementation of scientific protocols, policies and good research practices, ensuring research integrity and safeguarding the interests of researchers.
- Foster the training and professional development of research and technical staff, facilitating skills acquisition and career progression.
- Contribute to the scientific and institutional representation of IRBLleida and in the relationship with governing bodies, related institutions and other stakeholders of the research and innovation system.
- Provide scientific advice in the preparation of proposals, calls and initiatives for the recruitment of economic and human resources.
- Contribute to the implementation and continuous improvement of compliance, quality, data protection, environmental management and occupational health and safety systems within the scope of responsibility of the position.
- To exercise the other functions related to the position that are entrusted or delegated to them by the governing bodies or by the Foundation's Management.

It will be valued

- Knowledge of the Catalan and Spanish research, university and healthcare systems.
- Complementary training in leadership, management, leadership, innovation, knowledge transfer or project management.
- Scientific career and experience in attracting and managing competitive national and international funding to develop research projects or in research management.
- Experience in scientific management, strategic planning and coordination of research units, services or infrastructures.
- Experience in leading multidisciplinary teams and in complex organizational environments.
- Experience in internationalization, innovation, knowledge transfer and collaboration with public and private institutions.
- Strong communication, negotiation, organisational and decision-making skills, with a results-oriented approach.

The detailed assessment of the merits and the interview will be made in accordance with the scale published as an annex to the call.

Why work at IRBLleida?



We offer a highly stimulating environment with state-of-the-art infrastructure.



We offer complementary training for all profiles. To check out our training and development portfolio, please visit our website in the training section .



We offer and promote a diverse and inclusive environment and welcome applicants regardless of age, disability, gender, nationality, race, religion, or sexual orientation.



Work-life balance and the possibility of benefiting from flexible working hours. In

addition, as a result of different company agreements, the following improvements are recognized:

- Paid leave to attend medical appointments related to the employee's own health.
- Paid leave to accompany a first-degree relative under 18 years of age, over 70 years of age or with a first-degree disability to the doctor.
- Holidays that coincide with Saturday or Sunday are moved to the Monday immediately following.
- A special 6-hour working day is established on Holy Thursday, April 23, June 23, December 24, December 31 and January 5.

Documentation and submission deadline

Applications must be accompanied by:

- Cover letter.
- Curriculum vitae.

The deadline for submission will end on August 31, 2026 at 2:00 p.m.

Applications received after the deadline/date will be automatically excluded.

Interested people can apply for the offer by filling in the form and sending your CV and cover letter, indicating the name of the offer to which you are applying and the reference **031-26.**

Calendar of the selection process with reference 031-26 (Indicative deadlines)	
Minimum 15 days	Publication and dissemination of the offer: IRBLleida website, Euraxess (by Research staff), "REGIC" portal, social networks, other employment websites depending on the position offered.
2 next working days	Sending CVs to the Selection Committee
5 working days	- Interview with shortlisted candidates

	- Assessment and Award Record of the Selection Committee
5 working days	Carrying out the necessary administrative procedures to formalise the employment contract
Approximate start of the contract	As soon as possible after the resolution of the selection process and the formalisation of the contract.

Express Selection Process

In those cases in which a worker has to be replaced urgently, for example, to cover a sick leave, because for scientific reasons the incorporation has to take place on a specific day, because it is provided for in a resolution, etc., an express selection procedure may be followed.

This selection process will follow the same procedure as the ordinary one, but the duration of all the phases of the process will be reduced, mainly the phase of publication of the job offer and submission of applications and the phase of evaluation and selection of personnel.

Regulation and normative principles

The hiring will be carried out in accordance with **the provisions of Royal Legislative Decree 2/2015, of 23 October, which approves the revised text of the Workers' Statute Law** and the rest of the regulations in force.

The principle of equality between men and women is taken into account, in accordance with **Organic Law 3/2007, of 22 March**, for the effective equality of women and men. IRBLleida has an Equal Opportunities Plan for men and women and a Protocol for the prevention and eradication of sexual harassment .

It takes into account the right to equal opportunities and treatment, as well as the real and effective exercise of rights by people with disabilities on equal terms with other citizens, through the promotion of personal autonomy, universal accessibility, access to jobs, inclusion in the

community and independent living and the eradication of any form of discrimination, in accordance with **articles 9.2, 10, 14 and 49 of the Spanish Constitution** and the International Convention on the Rights of Persons with Disabilities and the international treaties and agreements ratified by Spain, in accordance with the provisions of **Royal Legislative Decree 1/2013, of 29 November.**

Reservation of places for people with disabilities

IRBLleida guarantees equal opportunities for people with disabilities throughout the selection process. Candidates may request the reasonable accommodations or accommodations they need to participate in the tests or interviews, provided that they do not entail a disproportionate burden.

****The text of this document has been written in Catalan, Spanish and English, considering the three versions as official, but in case of conflict the Catalan version will prevail.**

The IRBLleida is committed to the principles of merit-based recruitment and transparency (OTM-R) in accordance with the HRS4R seal requirements.

ANNEX I. MEMBERS OF THE SELECTION COMMITTEE

Presidency	Diego Arango del Corro, director
Members	Eva López Truco, manager
Secretariat	Elena Moscatel Mendelsohn, head of the Legal and People Department

ANNEX II. MERIT SCALE

Only duly accredited merits that exceed, when applicable, the minimum requirements required to participate in the selection process will be assessed. It is necessary to indicate in which of the sections of the Scale of merits they must be assessed.

Academic and specialized training	**Up to 8 points**
✓ **Additional postgraduate training**, different from that presented as a minimum requirement, related to management, leadership, scientific management, innovation, transfer or project management: 2 points per degree.	Up to 4 points
✓ **Specialized courses** of 20 hours or more: 0.5 points per course.	Up to 2 points
✓ **Complementary training** in quality, regulatory compliance, internationalisation or fundraising.	Up to 2 points
Biomedical research and scientific career	**Up to 15 points**
✓ **Additional experience in biomedical research:** o over 5 and up to 8 years old: 2 points o Over 8: 4 points	Up to 4 points
✓ **Competitive projects led**: 1 point per project.	Up to 5 points
✓ **Coordinated European or international projects:** 1 point per project.	Up to 2 points
✓ **Supervision of research staff**.	Up to 2 points
✓ **Scientific production and impact**.	Up to 2 points
Scientific and institutional management	**Up to 25 points**
✓ **Additional experience in scientific management**, above the required 2 years: one point per year.	Up to 5 points
✓ **Knowledge of the research**, university and health system.	Up to 6 points
✓ **Management or coordination** of scientific areas, units, services or infrastructures.	Up to 6 points
✓ **Preparation and development of strategic plans.**	Up to 5 points
✓ **Institutional representation** and external relations.	Up to 3 points
Leadership and Management competencies	**Up to 20 points**

✓ **Team Leadership**: o Up to 5 people: 2 points o from 6 to 10 people: 4 points o more than 10 people, 6 points	Up to 6 points
✓ **Management of** multidisciplinary or cross-functional teams.	Up to 5 points
✓ **Organization,** prioritization and orientation to results.	Up to 3 points
✓ **Communication, negotiation and** conflict resolution.	Up to 3 points
✓ **Change management and decision-making** in complex environments.	Up to 3 points
Acquisition, internationalization, innovation and transfer	**Up to 12 points**
✓ **Attracting and managing** national competitive funding.	Up to 4 points
✓ **Innovation and knowledge transfer,** including patents, licenses, valorization, collaborations with companies or spin-offs.	Up to 4 points
✓ **Attracting and managing international funding** .	Up to 3 points
✓ **International experience**.	Up to 1 point
Competency interview	**Up to 20 points**
Maximum score	**100 points**

Applications that do not exceed 50% of the maximum score will be rejected

Data protection information clause

Data controller

Identity: **INSTITUTE OF BIOMEDICAL RESEARCH OF LLEIDA**

CIF: G25314394

Postal address: Av. Alcalde Rovira Roure nº80, 25198, Lleida Email: protecciodedades@irblleida.cat

Purpose of data processing and storage

AT **THE INSTITUTE FOR BIOMEDICAL RESEARCH OF LLEIDA** (hereinafter referred to as **IRBLLEIDA)** we process the information you provide us as a data subject, in order to:

a) To manage their candidacy and participation in the corresponding selection process, including the reception and assessment of the documentation submitted, the carrying out of tests or interviews, communication with the candidate and the resolution of the process.

b) To verify compliance with the participation requirements and to assess the merits, experience, training and suitability of the candidate for the job offered.

c) Manage, if necessary, the formalisation of the employment relationship with the selected person.

d) To attend to possible claims, challenges or responsibilities arising from the selection process.

Legal basis for processing

The legal basis for the processing necessary to manage the application and participation in the selection process is the application, at the request of the data subject, of pre-contractual measures, in accordance with Article 6.1.b of Regulation (EU) 2016/679, General Data Protection. Where the processing is necessary to comply with legal obligations applicable to IRBLleida, the legal basis shall be compliance with a legal obligation, in accordance with Article 6.1.c of Regulation (EU) 2016/679.

The retention of data to participate in future selection processes will be based on the express consent of the interested party, in accordance with Article 6.1.a of Regulation (EU) 2016/679. The candidate may withdraw this consent at any time, without affecting the lawfulness of the processing carried out previously.

Data subject to processing

Identification and contact data, academic and professional data, information contained in the CV, cover letter and documentation accrediting the requirements and merits, as well as the data generated during the tests, interviews and assessments of the selection process, may be processed.

The candidate must only provide the data that is adequate, relevant and necessary to participate in the selection process, and must refrain from including particularly sensitive information that is not necessary.

Retention period

Personal data will be kept for the time necessary to manage and resolve the selection process.
Once the process has been completed, the data will be kept duly blocked for the periods necessary to deal with possible claims, challenges or legal responsibilities. After these periods, the data will be deleted.
When the candidate has expressly authorised the retention of their data for future selection processes, they may be kept for a maximum period of twelve months from the end of the process. After this period, the data will be deleted, unless the interested party renews their consent.

Recipients of your data

The data may be accessible by the members of the Selection Committee and by the IRBLleida staff who must intervene in the management of the process, only to the extent necessary to exercise their functions.
Suppliers who provide services in IRBLleida, such as management services, advice, IT support, data hosting or management of selection platforms, may also have access to the data, when they act as data processors and in accordance with the instructions of IRBLleida.
The data may be communicated to public administrations, judicial bodies or other bodies when there is a legal obligation or when they are required in the legitimate exercise of their powers.
No communication of data to third parties other than those indicated is foreseen, unless they are necessary to comply with a legal obligation.

International transfers

There are no plans to carry out international transfers of personal data outside the European Economic Area.
In the event that it is necessary to use providers that involve an international transfer of data, this will be carried out with the guarantees required by Regulation (EU) 2016/679 and the interested party will be informed where appropriate.

Automated decisions

Decisions will not be made based solely on the automated processing of personal data that produce legal effects or significantly affect the candidate.

Mandatory nature of data

The data identified as mandatory are necessary to manage the application and verify compliance with the requirements of the selection process.
Refusal to provide this data or the submission of incomplete documentation may make it

impossible to participate in the process or to properly assess the application.
Authorization to retain data for future selection processes is voluntary. Refusal to give this consent will not affect participation in the current call.

Rights of interested persons

The candidate may exercise the following rights:

- access your personal data;
- request their rectification when they are inaccurate or incomplete;
- request its deletion when the data is no longer needed;
- request the restriction of processing in the cases provided for by law;
- object to processing where appropriate;
- request data portability when the processing is based on consent or a contractual relationship and is done by automated means;
- withdraw the consent given to keep the data for future selection processes.

These rights can be exercised by means of a request addressed to IRBLleida, at Avenida Alcalde Rovira Roure, no. 80, 25198 Lleida, or by email protecciodedades@irblleida.cat.
The application must indicate the right to be exercised and must include the necessary information to prove the identity of the applicant.

Complaint to the supervisory authority

If the data subject considers that the processing of their personal data violates data protection regulations, they may file a complaint with the Catalan Data Protection Authority, without prejudice to any other administrative or judicial appeal that they consider appropriate.

Data accuracy

The candidate guarantees that the data and documentation provided are true, accurate, complete and up-to-date, and undertakes to communicate any modification that occurs during the selection process.

When the candidate provides data of third parties, they must guarantee that they have sufficient legitimacy to communicate them and that the affected persons have been informed of the processing of their data.