

## **iMM is recruiting a Senior Communication Officer under an Employment Contract**

### **Reference IMM/CT/76-2024**

The iMM – Instituto de Medicina Molecular João Lobo Antunes is a leading Portuguese private non-profit research institute that offers a vibrant scientific environment, aiming to nurture innovative ideas in basic, clinical and translational Biomedical Research. Created in 2002, iMM Lisboa has established itself as a leading national and internationally competitive biomedical institute. Its strategy has been defined by promotion of excellence, leveraged by high-quality human resources, increasing expenditure in infrastructures and knowledge transfer to the society.

**What iMM seeks:** At this moment, iMM is looking for a Senior Communication Officer to join the Communication and Institutional Affairs department coordinated by Lara Canto e Castro, under the research project “**Stratification of Rheumatoid Arthritis: CompuTational models to personalise management strategies for difficult-to-Treat disease**” (STRATA-FIT – Project number 101080243), under the Programme HORIZON-HLTH-2022-TOOL-12-two-stage funded by European Commission, to execute the following activities under the supervision of Lara Canto e Castro:

- Develop and implement internal and external communication strategies aligned with the objectives of the iMM.
- Create relevant and engaging content for various communication channels, including website, intranet, newsletters, social networks and other digital media.
- Define and implement iMM's social media management strategy, including content planning, metrics monitoring and interaction with the online community.
- Collaborate with internal teams to ensure message consistency and alignment with iMM values in the content developed.
- Monitor media coverage and manage media relations.
- Keep up to date on trends in communication, especially in social networks and digital communication, and propose new approaches and tools.

#### **Profile of Candidate**

- Bachelor (BSc) degree in Communication, Journalism, Marketing or related area.
- At least 5 years of experience in corporate communication, public relations or a related field.
- Proven experience in social media management, including content creation, metrics analysis and community management.
- Excellent writing skills, with the ability to adapt complex messages to different audiences and channels.
- Ability to work autonomously, manage multiple projects and meet tight deadlines.
- Creative and innovative spirit, with the ability to generate original and impactful ideas.
- Strong professional ethics, with attention to detail and commitment to quality.
- High level of English is essential.
- Design knowledge and experience will be highly valued.
- Interest in the area of scientific research and health will also be valued.

**What iMM offers:** iMM will offer outstanding working conditions in this area in Portugal, including a full-time contract, starting predictably in October 2024, providing fundamental support to the excellent research developed at the Institute.

**Working Conditions:** - 36 months employment contract; - Gross monthly remuneration will be defined taking into consideration the background and experience of the candidate, in accordance with the project budget and iMM Career By-Law, plus meal allowance for each working day in the daily amount of 6€. Also, to the candidate will be paid Holidays and Christmas allowances. The indicated amounts will be subject to the mandatory taxes accordingly to Portuguese Labor Law.

*Please note that the job opportunity announced here is under the entity of the Instituto de Medicina Molecular João Lobo Antunes (iMM) and will result in a contractual relationship with the new entity, GIMM - Gulbenkian Institute for Molecular Medicine.*

*For more information about GIMM and the merger between IGC and iMM, please visit: <https://gimm.pt/>. If you have any questions, please contact us at [people@gimm.pt](mailto:people@gimm.pt).*

**How to apply:** Please submit your Motivation Letter in English, Detailed CV, Bachelor (BSc) Degree certificate(s) and contacts of 2 references in PDF format through Email address for the Human Resources email [imm-hr@medicina.ulisboa.pt](mailto:imm-hr@medicina.ulisboa.pt), for the job ad, **from 22<sup>nd</sup> of August until 30<sup>th</sup> of September 2024**. **Note:** Candidates who incorrectly formalize their application or do not submit the documents proving the compliance with the requirements indicated in the call will be excluded. The jury has the right to ask any candidate, in case of doubt, to present documents proving their statements.

**Non-discrimination and equal access policy:** iMM promotes a non-discrimination and equal access policy, wherefore no candidate can be privileged, benefited, impaired or deprived of any rights whatsoever, or be exempt of any duties based on their ancestry, age, sex, sexual preference, marital status, family and economic conditions, instruction, origin or social conditions, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, origin territory, language, religion, political or ideological convictions and union membership.

**International environment and experience:** Diversity is a fundamental aspect of the essence of iMM, where researchers and non-researchers of different nationalities, backgrounds and areas of study work together, promoting the exchange of experiences and interactions, contributing to the personal and professional development of each person and to the existence of an international, inclusive and stimulating environment.

Pursuant to Decree-Law nr 29/2001 of 3rd February, disabled candidates shall be preferred in a situation of equal classification, and said preference supersedes any legal preferences. Candidates must declare, on their honour, their respective disability degree, type of disability and communication / expression means to be used during selection period on their application form, under the regulations above.

**Evaluation Criteria:** Applications will be evaluated by Lara Canto e Castro, Vanessa Miranda, and Inês Domingues in accordance with the following method:

- 1st Phase: Curricular evaluation: 30% and Motivation Letter: 20%;
- 2nd Phase: Interview: 50%. Only candidates who obtain a classification equal to or greater than 40% in the 1st phase will be selected for interview.

**Results:** Both admitted and excluded candidates list and final classification list shall be communicated to all admitted candidates through email.

**Preliminary Hearing and Final Decision Deadline:** After notification, all candidates have 10 working days to respond. Panel's final decisions are pronounced within a period of 90 days, from application deadline.

The present call is exclusively aimed at filling the indicated vacancy and may be terminated until the homologation of the final candidates' ranking list and expires with the respective occupation of the position on offer.

Lisbon, 21 de Agosto 2024

