

Expression of Interest – Event Training Manager

Reference GIMM/CT/32-2026

The GIMM – Gulbenkian Institute for Molecular Medicine is a pioneering Portuguese private research foundation with an ambitious vision for fundamental scientific exploration and its profound impact on global health and well-being. Founded in 2023, GIMM is the result of the merge of two leading research institutes: Instituto de Medicina Molecular João Lobo Antunes (iMM) and Instituto Gulbenkian de Ciência (IGC) and dedicates to unraveling the fundamental mysteries of life and aims to be at the forefront of transdisciplinary research.

What GIMM seeks: GIMM is looking for **Event Training Manager** to work with Dr. Karina Xavier (GIMM) and Dr. Luis Teixeira (Católica Biomedical Research Center), to coordinate a project on training and research in the field of Host-Microbe Symbiosis, funded by Gordon and Betty Moore Foundation.

The project aims to promote training activities that integrate new technologies and concepts to study Host-Microbe Symbiosis, while fostering creative research approaches in this area. Our training programs incorporate a variety of models, from plant to animal hosts, and with an emphasis on aquatic symbioses research, as these systems are understudied and are essential to understanding the evolution and ecology of biological systems. The training project is designed for students and researchers from diverse geographies and backgrounds interested in host-microbe symbioses to acquire an in depth understanding of the field from diverse perspectives by promoting interaction with leaders in the field.

Key responsibilities

- Organize and coordinate the 2027 PhD Summer School on Host-Microbe Symbioses and the workshops and meetings related to the preparation of this activity;
- Manage the Alumni global international network between faculty and students on Host-Microbe Symbioses research to ensure long lasting engagement of the participants and promote continuation of creative and innovative research in this area;
- Update Social Media content related to the project and write a bi-monthly Newsletter;
- Work with the Moore foundation and the project coordinators to conduct outreach to other funders to search and support applications for new funding opportunities within the scope of the project;
- Monitor the timely implementation of the PhD Summer Course and Alumni Events and performance indicators;
- Regularly produce plans and reports of the project activities and support the writing of scientific reports;
- Report to the Project Coordinators.



Profile of Candidate

Mandatory Requirements:

- PhD degree holder in Biology or related areas;
- Fluent in English.

Desirable Requirements:

- Experience in management/organization of scientific events and/or project management;
- Interest in scientific training and science outreach;
- Experience in acquiring international funding or funding for consortiums will be valued;
- Excellent organizational capacity and be able to work independently.

Selection Committee:

Dr. Karina Xavier, Dr. Isabel Gordo and Dr. Luís Teixeira

Remuneration and Benefits: The employee shall receive a gross monthly salary of **€2,420.00**, subject to the applicable legal deductions and tax withholdings.

Payment shall be made by bank transfer at the end of each month, in accordance with the employer's internal procedures. The employee shall also benefit from occupational accident insurance, in accordance with the applicable legislation, as well as registration and coverage under the general Social Security scheme. Mandatory social security contributions shall be paid by both the employer and the employee, in compliance with the applicable legal framework.

Contract Conditions: The successful candidate is expected to commence duties in September 2026, subject to the completion of the recruitment procedure and the fulfilment of all applicable administrative and contractual requirements. The contract will be awarded for a unfixed-term of 12 months.

The application must be sent by email to the People & Culture Department at positions@gimm.pt until August 31, 2026. The email subject must include **"GIMM/CT/32-2026 - Event Training Manager"**

The application must include the following documents:

- Detailed Curriculum Vitae;
- Motivation Letter;
- Relevant degree certificates.

Evaluation Criteria:

First Phase:

- Motivation letter (30%)



Second Phase (Highest-ranked candidates):

- Interview (35%)

Oeiras, 16th July 2026



GORDON AND BETTY
MOORE
FOUNDATION

