

As a flagship research center in nanoscience and nanotechnology, our mission is to open and explore new frontiers of knowledge at the nanoscale and bring value to society in the form of new understanding, capabilities and innovation, while inspiring and providing broad training to the next generations of researchers.

Our research lines focus on the newly discovered physical and chemical properties that arise from the behaviour of matter at the nanoscale. ICN2 has been awarded with the Severo Ochoa Center of Excellence distinction for three consecutive periods (2014-2018 and 2018-2022 and 2023-2026). ICN2 comprises 19 Research Groups, 7 Technical Development and Support Units and Facilities, and 2 Research Platforms, covering different areas of nanoscience and nanotechnology.

Job Title: ICN2 GENERAL MANAGER

Area: Management and Services

Description of Area:

The ICN2's Management and Services Area performs a wide range of functions and provides numerous support services to the Institute's Research Groups. Members are distributed across different administration departments: Competitive Funding, Finance, Human Resources, Information Technologies, Maintenance and Services, Marketing, Communication & Fundraising, Business & Innovation and Health and Safety and Technical management support areas.

Under the authority of the ICN2 Director, the General Manager oversees the tasks of the different Administration Departments and collaborates with them to ensure the effective functioning of the Institute. Each department has been designed and scaled to provide services to the whole ICN2 community.

Main Tasks and responsibilities:

- Administrative organisation of the Institute.
- Supervise and guarantee the highest standards in the departments of Finance, Competitive Funding, Human Resources, Marketing, Communication and Fundraising, Business and Innovation, Maintenance and Services, IT and the areas of Health and Safety and Technical Management Support, supported by the Heads/Coordinators of these departments/areas.
- Institutional relationships with governing bodies and scientific organizations.
- Support the development of strategic networks and alliances and maximize collaborations between ICN2 and relevant research institutions at local, national and international levels.
- Capitalise on the institutional strengths of partners within the CERCA and BIST networks.
- With the support of the management team work to ensure operational efficiency and adequate financial management of all activities carried out at the institute.

- To guarantee the highest standards of integrity, transparency and compliance with legislation and regulatory requirements.
- Legal representation of ICN2.

Requirements:

- **Education:**
A strong training background in Business Management is required at least at Postgraduate level, PhD or Master degree on sciences will be strongly valued.
- **Knowledge**
Demonstrated knowledge of management of research institutions.
Fluent in English, Catalan and Spanish languages.
- **Professional Experience:**
Demonstrable experience in managing teams.
Minimum 3 years of experience in a research institution (5 years or more will be highly valued).
- **Personal Competences:**
High capacity and skills to manage and lead highly specialized professional teams.
Strong strategic vision.
Ability to work and manage complex environments with multiple stakeholders.
Ability to establish effective working relationships at the highest level.
Integrity and Institutional awareness.
Excellent communication skills and ability to motivate work teams.

Summary of conditions:

- Full time work
- Contract Length: Senior management contract (*Contrato de Alta Dirección*)
- Location: Bellaterra (Barcelona)
- Salary will depend on qualifications and demonstrated experience according to the ICN2 salary scales.
- Life Insurance.
- Flexible working hours
- 28 holidays per year
- Flexible compensation plan: tax advantages contracting some products (health insurance, childcare, training, among others.)
- Training activities: languages, mentoring programme, wellbeing programme.
- International environment

Estimated Incorporation date: 1st quarter 2025.

How to apply and recruitment process

All applications must be made via the ICN2 website <https://jobs.icn2.cat/job-openings/698/icn2-general-manager> and include the following:

1. A cover letter.
2. A full CV including contact details.
3. 2 Reference letters or referee contacts.

Deadline for applications: January 31st, 2025

A selection committee will be created to evaluate the applications.

RECRUITMENT CALENDAR	
20/12/2024 – 31/01/2025	Open Call
01/02/2025 – 15/03/2025	Selection process carried out by the selection committee
30/03/2025	Evaluation report and proposal of the selected candidate
01/04/2025 – 01/05/2025	Incorporation

Equal opportunities:

ICN2 is an equal opportunity employer committed to diversity and inclusion of people with disabilities.

ICN2 is following the procedure for contract of people with disabilities according with article 59 of the Royal Decree 1/2015, of 30 of October.