

Senior Programme Officer for the IGC @ School Programme

Instituto Gulbenkian de Ciência, Oeiras, Portugal

The **Instituto Gulbenkian de Ciência (IGC)** is looking for a highly motivated and ambitious person to supervise and implement science education and outreach activities within the frame of the IGC @School Programme, funded by the Oeiras City Hall.

The Instituto Gulbenkian de Ciência (IGC, www.igc.gulbenkian.pt) is owned by the Fundação Calouste Gulbenkian, a foundation of private law and public utility promoting innovation in charity, arts, education and science. The IGC is an internationally recognised research institute devoted to biological and biomedical research, innovative training and to transforming society through science, towards “solving tomorrow’s challenges”. The values IGC thrives to and aims to spread to society are scientific excellence, originality, open communication, tolerance and cooperative independence. IGC strategy also includes investment in outstanding central facilities, participation and development of national and international networks and activities, as well as in public dissemination, outreach activities and the promotion of science in the developing world (see more and quantitative info in <http://www.igc.gulbenkian.pt/annualreport>). The IGC has a vibrant environment, composed by approximately 400 people, 300 scientists, amongst which 30% are foreigners from over 40 nationalities.

ROLE(s):

- Design and propose long term strategies for the school projects’ expansion based on identified needs and teachers’ appetite to learn more about science;
- Supervising the projects planning, organizing, execution, budget and quality control to successful completion of the established deliverables and goals;
- Coordinating the projects’ team, stakeholders, partners and volunteers;
- Explore and develop new scientific contents (experimental activities, digital resources, etc.) for the projects;
- Implementing communication and outreach strategies for the projects’ successful establishment in different socio-economic contexts and countries;
- Develop and expand the Teacher’s Training at Oeiras Municipality’s Schools (and beyond).

PROFILE:

- PhD in Life, Natural or Physical Sciences, with experimental components;
- Proven experience in project management;
- 5-year professional experience in science communication and/or educational projects;

- Leadership and organisational skills;
- Excellent writing and oral communication skills;
- Intercultural skills and high capacity to work in and lead teams;
- Fluency in Portuguese and English.

Preference may be given to candidates who have experience in:

- Teaching and education;
- Certified Teacher Trainer (Formador) by CCFPC;
- Working in low or middle income countries;
- Working with different stakeholders, particularly teachers and students;
- Mentoring students in the laboratory;
- Science writing;
- Impact assessment tools.

WE OFFER:

- A 12 month working contract, with possibility of renewal (the contract duration is dependent on the transference of the project to an Association under the coordination of the Municipality of Oeiras and their partners and, upon expiration, a new contract will be settled with the Association)
- Competitive salary depending on candidate level of expertise
- Continuous training
- Dynamic working atmosphere

APPLICATION PROCESS:

- Interested candidates should send to the email igcpositions@igc.gulbenkian.pt with the subject "S@IGC_name of candidate", one PDF file with Letter of Motivation (2 page max), a vision for the role of scientific institutions in education and in promoting scientific culture at schools (1 page max), detailed Curriculum Vitae and contacts of two references.

Applications will start being reviewed by **December 20th** until position is filled.

Preference may be given to candidates that apply by this date.

SELECTION PROCEDURE:

After a pre-analysis of Curriculum Vitae, vision, letter of motivation and recommendations, selected candidates will be contacted for an interview.

NON- DISCRIMINATION AND EQUAL ACCESS POLICY:

The Instituto Gulbenkian de Ciência of the Calouste Gulbenkian Foundation actively promotes a non-discrimination and equal access policy, wherefore no candidate can be privileged, benefitted, impaired or deprived of any rights whatsoever, or be exempt of any duties based on ancestry, age, sex, sexual preference, marital status, family and economic conditions, education, 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.