

Forest Science and Technology Centre of Catalonia (CTFC) is a research centre affiliated with the Generalitat de Catalunya (the Catalan government), and it reports to the Ministry responsible for forest issues.

CTFC is a CERCA centre and a government accredited TECNIO agent (developer of public technology).

It was granted a 'Human Resources Excellence in Research' award by the European Commission, recognizing CTFC as a European research institution that fosters an attractive and motivating work environment.

European Project Deputy Coordinator offer

Reference: 24-07-00044

The Forest Science and Technology Centre of Catalonia (CTFC) is looking for a Post-doc researcher to coordinate the Horizon Europe SINTETIC project, on digitalisation of the forest value chain. This 4-year Innovation Action project of 9 Mil. € gathers 21 outstanding R+D partners and with Demo sites located all over Europe. The project started on June 2023.

The Forest Science and Technology Centre of Catalonia (CTFC), located in Solsona (Pre-Pyrenees, 120 km from Barcelona), Spain, employs app. 160 staff, produces >120 scientific articles annually and has a turnover of app. 9 Mil. €/year. Further institutional information is available at: www.ctfc.cat/en.

CTFC's research activity is organised around three programs: 1) Multifunctional Forest Management; 2) Landscape Dynamics and Biodiversity; 3) Bioeconomy and Governance. A Project Promotion Office gives support to all the researchers and technicians in managing projects.

TERMS OF THE APPOINTMENT

1. This contract may start on September-october 2024.
2. It is a 50% part-time appointment.
3. Technical scientific activities contract.
4. The candidate will be based at CTFC in Solsona (NE Spain).
5. The Project Coordinator would be in charge of the overall scientific and operational implementation of such project, and in close collaboration with the Deputy Coordinator, the Project Manager and rest of the Coordination Team.
6. The Project Coordinator may be involved in the project R+I tasks depending on her/his background.
7. Based on CTFC labour categories, annual gross salary will be adjusted to the foreseen role and will be commensurate with the specific profile of the selected candidate (qualifications and experience).

KEY RESPONSABILITIES

Key responsibilities will include:

1. Close coordination with the SINTETIC Deputy Project Coordinator and the Project Manager.
2. Coordination of the scientific and technical activity of the consortium partners.
3. Management of technical and non-technical issues related to the project implementation and the consortium partners.

4. Overall project management, including guaranteeing the timely achievement of the planned deliverables and milestones, as well as the expected impacts.
5. Daily operational management, including the coordination of the WP leaders and Demo sites leaders. This covers operational decisions, monitoring progress, internal quality control, and technical reporting for the 3 review periods.
6. Interaction with the European Commission project officers.
7. Project risk management, anticipating risks and handling mitigation measures.
8. Development and implementation of a conflict resolution procedure, ensuring a smooth work environment among all consortium partners.
9. Support to the Project Data Manager in the project data management.
10. Ensuring the implementation of the Consortium Agreement.
11. Ensuring the implementation of the involvement of the Advisory Board within the project.
12. Close interaction for the project financial management with the Project Manager, and support when needed.
13. Coordination of the annual General Assemblies with all consortium partners.
14. Fostering dissemination and impact of the project as well as cooperation with other projects and networks.
15. Involvement and/or lead of technical project tasks depending on the scientific background of the winning candidate.
16. Support to (or lead of) project proposals and fundraising.
17. Contribution to other project-related activities and tasks.
18. Contribution to other institutional activities.

BASIC REQUIREMENTS

1. PhD in forestry, or related discipline to the offer topic.
2. Experience as principal investigator (of a project partner) in European R+D projects related to the offer topic.
3. Experience with digitalisation in the forestry sector, with particular regard to traceability of forest products, timber and biomass quality assessment with sensors, forest operations, or similar.
4. Strong communication, writing and reporting skills.
5. Ability to engage with stakeholders with proven experience in multi-actor projects and/or transdisciplinary research.
6. Experience in team management and readiness to work in multi-disciplinary teams in multi-cultural environments.
7. Open minded, understanding different scientific perspectives, and able to see the big picture.
8. Proficiency in English, both spoken and written.
9. Proven analytical skills in gathering and interpreting information.
10. Experience with Microsoft Office operating system and video-conferencing skills.

DESIRABLE REQUIREMENTS

1. Previous professional experience interacting with forestry value chain actors.
2. Experience in coordinating and/or managing R+D projects related to the offer topic.
3. Experience in European H2020/Horizon Europe projects and in project proposal coordination.
4. Knowledge transfer activities and authorship of scientific or dissemination publications.

5. Experience in the 4-helix of innovation, bridging the science-practitioners/business-public administration domains will be an asset.
6. Experience in Responsible Research and Innovation (RRI), data management, conflict resolution, scientific communication, quantitative impact assessment and/or project governance.
7. Knowledge of Spanish and/or Catalan, both spoken and written.
8. Knowledge of a third EU language, both spoken and written.

SOFT COMPETENCES

1. Team player.
2. Critical thinking and attention to detail.
3. Capacity to work under pressure.
4. Ability to plan and organize.
5. Result and solution oriented.
6. Flexibility and adaptation.
7. Initiative and pro activity.
8. Corporative representation skills.
9. Availability to sporadic international travel.

CONTACT

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CTFC guarantees an open, transparent, and merit-based recruitment process (OTM-R) to all registered candidacies avoiding thus any bias on gender, origin, age, ideology, or other circumstances that could be discriminatory. Integration policy: reservation of a place for staff with a certificate of recognized disability.

SELECTION PROCESS AND CRITERIA

The selection process is led by the Human Resources Area of CTFC. This process consists of:

1. **Admission of candidates:** applicants must submit a curriculum vitae and motivation letter addressed to borsa.treball@ctfc.cat, until **13th August 2024 at 14:00**, indicating the reference code of the offer.
2. **Pre-selection:** verification of compliance with the minimum requirements of the offer.
3. **Selection (end of August 2024):** assessment of the preselected candidates by scoring based on objective criteria and interview.
4. **Final decision:** in case of finding the suitable person, the election will be formally communicated to him/her, and the identification of the chosen person will be published on CTFC job openings section.

Further information: borsa.treball@ctfc.cat

Indicative Calendar	
15 working days	Publication and dissemination of the job offer: CTFC website, SOC Office and other dissemination channels.
Next 2 working days	Preselection: determination of compliance with the minimum requirements of the offer. Evaluation of the pre-selected candidacies, through a score based on objective criteria, and suitable pre-selected CVs are forwarded to the Selection Committee for review . Sending informative mail to CVs not suitable to continue in the process.
Next 2 working days	Selection committee celebration: Interview with the selected suitable candidates. Selection Committee Minutes with the selected candidate and the reasons for the selection. Publication in the CTFC job board of the resolution identifying the elected person. Sending informational Mail to suitable CVs interviewed not selected.
Next 1 working day	Sending to Human Resources the official documentation necessary to process the employment contract, and coordination with the start date of the contract.
September 2024 (approximately)	Start of the contract.