Job posting

Type of position

☒ scientific
☒ administrative

Target group

☐ graduates
☐ post docs
☐ other

Title

Pre-Award Grant Manager (f/m/d)

Institution

The mission of the Berlin Institute of Health (BIH) is medical translation: Findings from biomedical research are translated into new approaches to personalized prediction, prevention, diagnostics and therapy, while observations in everyday clinical practice lead to new research ideas. The aim is to achieve a relevant medical benefit for patients and citizens. To this end, the BIH is establishing a comprehensive translational ecosystem as a translation research area in the Charité, relying on a cross-organ understanding of health and disease and promoting a translational culture change in biomedical research. The BIH was founded in 2013 and is funded 90 percent by the Federal Ministry of Education and Research (BMBF) and ten percent by the State of Berlin. The founding institutions Charité - Universitätsmedizin Berlin and Max Delbrück Center for Molecular Medicine in the Helmholtz Association (MDC) were independent member bodies in the BIH until 2020. Since 2021, the BIH has been integrated into the Charité as the third pillar, as a translation research area of the Charité; the MDC is a privileged partner of the BIH.

Position

The BIH Berlin Center for Regenerative Therapies (BCRT) is a translational research focus of the Charité-Universitätsmedizin Berlin (Charité) and the Berlin Institute for Health Research (BIH), which pursues the rapid implementation of new research results in the field of regenerative medicine in clinical applications and products. Engineers, chemists, biologists and physicians work together on the targeted promotion of the body’s own healing and regenerative powers in acute and chronic diseases in the four clinical research areas of the immune system, musculoskeletal system, cardiovascular system, tissue homeostasis and cachexia.

Responsibilities

• Creation of a new type of support structure for independent career development of young scientists
• Development of a support structure for the administrative application processes and the compilation of the necessary documents
• Development of a structure for the active support of scientists with the application, especially with the content and language design
You see yourself as a service provider for the interests of research funding or third-party funding in the pre-award phase
• You act as a competent contact for advising scientists on current funding programs and calls for proposals and support scientists in initiating, identifying and planning suitable research projects
• You edit applications for third-party funding in English and German
• You support the scientists in writing and correcting English-language scientific publications and presentations
• You see yourself as the interface between funders and project managers
• You will work in close consultation with the BCRT Research Coordinator

Requirements
• Completed scientific university studies, preferably in the field of natural or life sciences (preferably with a doctorate)
• Detailed knowledge and experience in the field of international and national funding programs and their funding mechanisms
• Extensive experience with independent writing of scientific texts, in particular third-party funding applications in English at national and international level
• Outstanding ability to grasp and present complex scientific projects in science
• Customer orientation and service awareness
• Well-founded, business-fluent knowledge of English and fluent knowledge of German, both spoken and written
• Team spirit and the ability to work in a highly international and interdisciplinary team
• Innovative thinking, high commitment, professional appearance
• Interest in working in an international scientific environment

Application procedure (deadline etc.)
The BIH strongly encourages qualified women to apply. Applications from people with a migration background who meet the recruitment requirements are expressly desired. Severely disabled applicants and those of equal status will be given preference if they are equally qualified.

Please submit your application via the BIH Career Portal https://jobs.bihealth.org by 07.04.2022 stating the reference number BIH-123.22.

Ms. Dewsbery will be happy to provide you with further information on this position (e-mail: contact@b-crt.de).

For more information on BIH, visit www.bihealth.org.
| Contact | Please insert the relevant contact data |