

EIT Health Spain Communications Project Officer

About EIT Health

EIT Health, a Knowledge and Innovation Community (KIC) under the umbrella of the European Institute of Innovation and Technology (EIT), is focused on promoting entrepreneurship, innovation, and education in the domain of healthy living and active ageing. EIT Health brings together leading organisations along the entire value chain – smaller companies, larger industry, excellent academic and research institutions, and public sector organisations – to promote healthy living, support active ageing and improve healthcare. The organisation achieves this by removing barriers to innovation, promoting talent and education, leveraging enabling technologies and exploiting big data. EIT Health Central Office is in Munich and develops its activities across a network of regional Innovation Hubs in Paris, London, Barcelona, Rotterdam, Stockholm, Vienna and Mannheim. In addition, the InnoStars office in Budapest involves Partners from Hungary, Poland, Portugal, and Italy. EIT Health includes more than 150 partners.

About the Spanish Regional Innovation Hub

EIT Health Spain has partners from six regions (Catalonia, Galicia, Madrid, Valencia, Basque Country and Andalusia) offering a vibrant innovation environment with close ties between businesses, universities, university hospitals and healthcare providers who act as strong agents in the three pillars of the innovation triangle: research, education and business creation.

Our vision is to be a reference alliance in health, enhancing the prevention and promotion of active aging and improvement of chronic patients. We work to ensure sustainability of EIT Health's Spanish node and foster collaboration at both the national and international levels.

EIT Health Spain Partner competences and strengths cover five key strategic areas: treating and managing chronic diseases, employing big data and health analytics, self-managing health, overcoming functional loss and improving the healthcare system.

Our offices are located in the Barcelona Science Park, at the University of Barcelona. At present we are a team of 13 staff members.

For more information visit: <https://eithealth.eu/in-your-region/spain/>

The Role

The Communications Project Officer will have a supporting role in building a vibrant international innovation community, ensuring that EIT Health Spain covers a range of community relations activities, events, community communications and marketing.

We're looking for a hands-on Communications Project Officer to execute an effective, communications plan for our service portfolio, targeting diverse audiences and stakeholders to support the EIT Health Spain Communications strategy, including ad-hoc projects with partners. The post holder will contribute to the EIT Health Spain Communications strategy by developing, implementing and delivering a range of communication actions, campaigns and materials, including targeted actions to mobilise the European and Spanish healthcare community in innovation.

This is a fantastic time to join the team at EIT Health, and a unique opportunity to make a positive and meaningful impact, as we continue to enhance our profile, exert influence and drive thought leadership within the regional healthcare ecosystem.

This is a challenging and exciting role that will require high levels of resilience, flexibility and drive for results. The post holder reports directly to the EIT Health Spain Communication Lead and works in close collaboration with the Communications Advisory Support, the EIT Health Spain Managing Director, the Spanish Pillar Managers, the Partners and healthcare community representatives.

- **Job title:** Communications Project Officer (Traineeship contract)
- **Reporting to:** EIT Health Spain Communications Lead
- **Duration:** temporal (Immediate incorporation with a minimum duration of 6 months and a maximum duration of 2 years). Possibility of renewal afterwards depending on the business progress.
- **Status:** Full-time employee (40 hours / week)
- **Location:** EIT Health Spain office in Barcelona (Barcelona Science Park). Hybrid work supported.
- **Travel availability** (10%)

About you

We are looking for a communications expert with initial experience in producing proactive and reactive external communications, ideally within healthcare or related industries. You will need to have finished your studies not later than five years ago to order to apply for the contract.

You will support collaboration and communication across the organisation by identifying synergies and interdependencies across related disciplines, e.g., project managers and activity leaders inside EIT Health and with our partner entities.

Responsibilities

- Contributing to the EIT Health Spain communications strategy and supporting daily communication tasks, activities and initiatives. Including administrative tasks and basic graphic design.
- Assisting colleagues with promoting events, tracking, formatting and archiving reviews and other media, and updating the social channels when required.
- Supporting EIT Health communications of the wide array of funding calls, events and networking opportunities to the Spanish stakeholders via editing and delivering newsletters and mailings.
- Supporting operational organisation of events for the EIT Health in Spain, including administrative tasks associated therewith. Supporting the three EIT Health programme areas or “pillars” (Accelerator, Education and Innovation) through the conception, planning, preparation, implementation and follow-up of appropriate event formats and communication campaigns with corresponding external impact to the Spanish hub of EIT Health and related Spanish partners as well as start-ups.
- Supporting the communications campaigns of the projects led by EIT Health Spain.

Essential criteria

- Educated to degree level in a relevant subject (acquired not more than 5 years ago).
- Experience in communications, including leveraging and maximising traditional, digital and social media channels would be an asset.
- Being eligible for an internship contract (5 years since obtaining university degree).
- Proven ability to design, develop and implement an integrated communications strategy using a range of channels.
- Excellent writing skills for communications content relevant for diverse audiences, recognising channel and format mix.
- Media relations experience would be appreciated.
- Ability to navigate a highly complex organisational structure and operational processes of a growing organisation.
- Ability to convert scientific and/or technical concepts into simple and compelling content.
- Outstanding oral, written and presentation skills.
- Fluent English language skills, both oral and written, as well as Spanish. Catalan is a plus highly appreciated.

Desirable criteria

- Experience in / good knowledge of the healthcare sector within Spain/Europe.
- Scientific/medical literacy.
- Experience of event organisation.

What we offer

- The role is a full-time position (1 FTE), with regular travel – primarily in Europe (10%).
- Start-up mentality, fast and flat processes, straight internal communication, non-hierarchical structure, and freedom to operate with autonomy.
- An extensive network in the healthcare sector, with exposure to high-level and senior representatives from key players and influencers.
- The opportunity to work on critical projects of European interest, contributing to improving the lives of patients and citizens.
- Dynamic, flexible, and pleasant working environment.
- Freedom to work remotely up to three days per week.
- Flexible benefits package to be selected by candidate.
- Learning and development programme for staff.

Working relationships:

- EIT Health Spain Managing Director
- EIT Health Spain Operations & Business Development Director
- EIT Health Spain Communications Lead (line manager)
- EIT Health Spain Digital Communication Officer
- EIT Health Spain Public Affair & Stakeholders Lead
- EIT Health Spain Business Creation Lead
- EIT Health Spain Education Lead
- EIT Health Spain Innovation Lead
- EIT Health Spain Ecosystem Leads

To apply

Applications should consist of a full curriculum vitae and a cover letter describing briefly how you meet the above criteria and outlining your interest in and vision for the role. Applications should be submitted via e-mail to clc.spain@eithealth.eu, with the subject line “**EIT Health Spain Communications Project Officer**”, by **28th March 2022**.

Please, indicate your earliest possible entry date as well as salary expectations. The selected candidate is expected to commence duties as soon as possible.

EIT Health is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, colour, religion, age, sex (including pregnancy), sexual orientation, gender identity, national origin, genetic information, creed, citizenship, disability or marital status.