

DIRECTOR POSITION at
The Catalan Institute of Human Palaeoecology and Social Evolution
CALL FOR APPLICATIONS

The [Catalan Institute of Human Palaeoecology and Social Evolution](#) (IPHES-CERCA) is a Research Foundation constituted by the Government of Catalonia, the University Rovira i Virgili and the Tarragona City Council. CERCA is the public Catalan system of research centres (www.cerca.cat/).

IPHES-CERCA is a research institute in Tarragona created in 2004 as part of the CERCA network. Its main objectives include research, academic training and socialisation of the research in Palaeoecology and Human Evolution both at national and international level. Currently IPHES-CERCA is a group of around 100 people, including researchers, technical staff and administration. In 2020 IPHES-CERCA has been accredited by the Spanish Program of Centres of Excellence as Maria de Maeztu Unit (CEX 2019-000945-M) based in its outstanding performance and its international excellence. IPHES-CERCA has received the HR Excellence in Research award seal in the context of the Human Resources Strategy for Researchers (HRS4R) endorsing the European Charter and Code for researchers.

Candidate profile and contact information

IPHES-CERCA is seeking applicants with a distinguished record of scientific excellence and the innovative thinking necessary to lead a dynamic organisation. Applicants must have a PhD degree in the scientific field of IPHES-CERCA. They need to have managed excellent and sounding projects. Salary will be commensurate with experience. Deep knowledge of the Spanish Scientific environment will be considered an added value.

Applicants should send a CV and a cover letter by e-mail to the Director of CERCA, at applications@cerca.cat. The appointment will be for a period of 4 years, which could be extended once for a supplementary 4-years period.

Job description

The Director will have the following duties:

- Provide scientific vision and strategic goals for IPHES-CERCA, especially devoted to preserve IPHES-CERCA excellence.
- Submit the Institute's research activities programme and annual operational budget to the members of the Foundation.
- Represent the Institute at official and social events, in coordination with the President and other members of the Foundation.
- Keep CERCA regularly informed of the Institute's progress.
- Any other functions approved by the Foundation.

The Director will be responsible for:

- Devising a strategic plan and monitoring its implementation.
- Presenting the Director's Report at meetings of the Foundation.
- Proposing the names of members of the Scientific Advisory Board (SAB) to the Foundation, keeping them informed about major changes, and organising their regular meetings.
- Participating in the periodic CERCA evaluation of IPHES-CERCA.
- Coordinating periodic scientific assessments of IPHES-CERCA's research programmes and core facilities, and implementing recommendations of the SAB.
- Supervising the implementation of financial aspects of the budget.
- Negotiating contracts for new staff members, whenever appropriate.
- Participating in strategic decision-making, such as in the case of strategic alliances with other research institutions, in line with IPHES-CERCA's mission and background.

Selection of candidates

Suitable candidates will be identified in a ranked list by three members of the SAB, drawing upon the input of any other expert that the SAB might require.

The Foundation will be responsible for the final steps of the selection process and CERCA is delegated to manage all steps in this selection process. The Foundation may create an *ad hoc* Commission involving some of its members and one or two members of the SAB in order to provide a short list of the pre-selected candidates. Candidates included

in the short list may be invited to visit IPHES-CERCA and meet the *ad hoc* Commission for a final interview. The results of these interviews will be presented to the Foundation. The latter will appoint the new Director.

Approximate Calendar

28 June 2023: Call for applications opens.

5 October 2023: Application deadline ends.

The appointment is expected to be on December 1st, 2023.