

iMM is recruiting a Multimedia Officer under an Employment Contract

Reference IMM/CT/28-2022

The iMM – Instituto de Medicina Molecular João Lobo Antunes is a leading Portuguese private non-profit research institute that offers a vibrant scientific environment, aiming to nurture innovative ideas in basic, clinical and translational Biomedical Research. Created in 2002, iMM Lisboa has established itself as a leading national and internationally competitive biomedical institute. Its strategy has been defined by promotion of excellence, leveraged by high-quality human resources, increasing expenditure in infrastructures and knowledge transfer to the society.

What iMM seeks: At this moment, iMM is looking for a Multimedia Officer to join the Communication Office coordinated by Inês Domingues, to execute the following activities under the supervision of Inês Domingues. The Communication Office is looking for a creative Multimedia Officer to boost the growing number of multimedia projects running at iMM including, PhD students video series, science communication videos, science animated content and video abstracts. Creativity and an interest for science-related matters are desirable.

- Filming, lighting and editing short videos for web or other outputs, with mirrorless camera, external audio recorder and natural or LED lights
- Design and animate motion graphics in collaboration with our illustrator
- Input in the creative outlines and storyboards
- Experience with institutional and science photography (mainly portraits)
- Knowledge of sound mixing desks
- Knowledge of how to conduct live streams and hybrid meetings on Zoom, both at iMM as well as in other locations chosen for events

Profile of Candidate

- Degree or Master in Cinema, Audiovisual, Multimedia or related fields;
- Knowledge of Adobe Creative Suite (After Effects, Premiere, Photoshop, Illustrator) as well as OBS or other streaming software;
- Creative and pro-active;
- Strong attention to detail;
- Work independently as well as in a team environment;
- Excellent verbal and written communication skills;
- Excellent interpersonal skills;
- Effective time management and organizational skills;
- Analytical and problem-solving skills.

What iMM offers: iMM will offer outstanding working conditions in this area in Portugal, including a part-time contract correspondent to 20 hours per week, starting predictably in April or May 2022, and the possibility to work in support to research.

Working Conditions: - 14 months employment part-time contract; - Gross monthly salary of 550€ (correspondent to 20 hours per week), in accordance with the funding budget and iMM Career By-Law. The indicated amount will be subject to the mandatory taxes accordingly to Portuguese Labor Law.

How to apply: Please submit your Motivation Letter, Detailed CV, portfolio and Degree and/or MSc degree certificate in PDF format through iMM website by clicking in the “**Apply**” button below the position job ad, **from 11th of March until 30th of April 2022.**

Non-discrimination and equal access policy: iMM promotes a non-discrimination and equal access policy, wherefore no candidate can be privileged, benefited, impaired or deprived of any rights whatsoever, or be exempt of any duties based on their ancestry, age, sex, sexual preference, marital status, family and economic conditions, instruction, 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.

Pursuant to Decree-Law nr 29/2001 of 3rd February, disabled candidates shall be preferred in a situation of equal classification, and said preference supersedes any legal preferences. Candidates must declare, on their honor, their respective disability degree, type of disability and communication/expression means to be used during selection period on their application form, under the regulations above.

Evaluation Criteria: Applications will be evaluated by Inês Domingues, Helena Pinheiro and Claudia Silva, in accordance with the following method:

- 1st Phase: Curricular evaluation and portfolio: 30% and Motivation Letter: 30%. Only candidates with at least 50% will be selected for an interview.
- 2nd Phase: Interview: 40%

Results: Both admitted and excluded candidates list and final classification list shall be posted at iMM website at <https://imm.medicina.ulisboa.pt/jobs/#results> and all admitted candidates will be notified by email.

Preliminary Hearing and Final Decision Deadline: After notification, all candidates have 10 working days to respond. Panel’s final decisions are pronounced within a period of 90 days, from application deadline.

Lisbon, 11th of March 2022