

## **Job Title: Scientific Officer at SR- Tiget**

*Telethon is a major Italian charity focused on rare genetic diseases. Founded in 1990, its mission is to advance biomedical research towards the cure of rare genetic diseases otherwise neglected by major public and private investments. The ultimate goal is to make therapies available to all patients in need.*

*Telethon created, in 1995 in joint collaboration with Ospedale San Raffaele, the SR-TIGET institute located in Milan and directed by prof. Luigi Naldini. The institute, a renowned leader in the cell and gene therapy field, includes both experimental and clinical research groups to allow clinical translation of successful therapies for genetic diseases. The staff consists of >200 people, including Group Leaders, Project Leaders, post-doctoral fellows, PhD students, clinical fellows, technicians and administrative staff, comprising a planning and cost controller, a regulatory affairs manager, alliance managers and a secretariat.*

**We are currently looking for a candidate for the role of Scientific Officer of SR-TIGET reporting to the Director of Institute.**

### **RESPONSIBILITIES/ ACCOUNTABILITIES:**

Responsibilities will include, but may not be limited to the following:

- Support the SR-TIGET director on any aspects related to the scientific agenda of the Institute
- Support definition and organization of the scientific program of institutional retreats, Scientific Advisory Board meetings and of congresses led by SR-TIGET Institute
- Manage the definition, drafting and submission of the Core Grant, a five-year strategic, scientific and budgetary plan submitted by the SR-TIGET Institute to the Telethon Foundation and subject to peer review
- Support researchers in grant scouting, grant writing, text editing and proofreading and submission of grant applications (liaising with grant offices and granting agencies) and supporting in writing reports
- Establish inter-institutional agreements with Universities to sponsor PhD positions, advertise such PhD positions, provide support to applicants, provide support to hosting Principal Investigators, liaise with PhD schools
- Draft and finalize communication material (i.e. institute presentations, leaflets, articles, position papers, web pages) dedicated to either specialists or to lay public in collaboration with the press offices
- Organize visits of external delegations to the Institute
- Maintain strong interactions with the various functions of the Telethon Foundation and the San Raffaele Scientific Institute (the two managing partners of the SR-TIGET Institute), such as Scientific Directorate, Business Development, Communication & Marketing, Administration & Control

## **EDUCATION, COMPETENCIES AND SKILLS REQUIRED**

- Master degree in one of the following disciplines: biology, biomedical sciences, biotechnology or medicine;
- PhD degree and experience of laboratory research;
- Excellent written and oral communication skills in English;
- Strong interpersonal skills. Capacity to work cross-functionally and to influence people without direct authority.
- Dynamic, well-organized, team oriented, able to prioritize, partner well with all functional management and to think across disciplines.

**Please, send your CV including copies of academic credentials, together with names, addresses and fax numbers/e-mail addresses of three referees to:**

**Monica Saraceni ([msaraceni@telethon.it](mailto:msaraceni@telethon.it)) - Telethon Human Resources**