

**IBCH PAS RECRUITMENT PROCEDURE NO 2/2023/KZ
FOR THE POSITION OF A HEAD OF DEPARTMENT
IN THE FIELD OF STRUCTURAL STUDIES
OF NUCLEIC ACIDS**

INSTITUTION: Institute of Bioorganic Chemistry PAS
CITY: Poznan
POSITION: Head of Department
SCIENTIFIC DISCIPLINE: chemistry
DATE OF PUBLICATION: September 28th, 2023
SUBMISSION DEADLINE: **October 28th, 2023**
WEB PAGE: <https://portal.ichb.pl/en>

KEY WORDS: nucleic acids, DNA, RNA, structural studies, crystallography, nuclear magnetic resonance (NMR) and other methods of structural studies of nucleic acids

The Institute of Bioorganic Chemistry, Polish Academy of Sciences in Poznań is a unique interdisciplinary research unit in Poland and Europe, conducting research in the field of: (i) bioorganic and structural chemistry of nucleic acids, (ii) crystallography of proteins, nucleic acids and low molecular weight compounds, (iii) molecular biology and genetic engineering, (iv) biochemistry and RNA biology, (v) biomedicine, (vi) genomics, proteomics and metabolomics, (vii) bioinformatics as well as (viii) information and communication technology. The Institute's interests focus on the synthesis, structure and function of nucleic acids and proteins and their components, their interactions in model and cellular conditions, as well as discovering the molecular mechanisms of disease development and searching for new therapeutic strategies. The Institute has a modern laboratory space and well-equipped specialized laboratories supporting research and development. As a result of the evaluation of scientific units in Poland carried out in 2022, ICHB PAN was awarded the A+ category in biological sciences, the A+ category in chemical sciences and the A category in information and communication technology.

IBCH PAS is currently planning to establish a new department/departments in the field of structural studies of nucleic acids.

The offer is addressed to ambitious scientists at an early stage of their careers who would like to carry out independent research at IBCH PAS in a long-term perspective. The candidate should formulate his/her own topic of scientific activity, falling within the area of structural studies of nucleic acids, with the use of such methods as crystallography, nuclear magnetic resonance (NMR) and others.

It is important that the submitted applications take into account, on the one hand, the advantage of the Institute's potential, i.e. data resources and equipment facilities owned by the Institute, and on the other hand, contain an element of novelty in relation to existing departments.

It is required that research is carried out at a high level of science (on an international scale). The results shall be published in renowned, international journals. It is also expected that the newly appointed Head of the Department will successfully apply for grants, enabling implementation of research projects, and actively take part in initiatives for the local and international scientific community. The Institute provides laboratory space and general equipment, and support of a number of facilities in various areas of research (see <https://portal.ibch.poznan.pl/specialized-laboratories/>).

I. Requirements for the Candidates:

1. At least PhD degree in chemistry or related sciences.
2. Excellent track record in the field of chemistry or related sciences, documented by scientific publications.
3. Experience in the implementation of research and development projects.
4. Excellent command of spoken and written English.
5. Experience in management of grants, research groups, as well as completion of long-term post-doctoral fellowship, in particular abroad, shall be considered as additional assets

II. Required documents:

1. Letter of application addressed to the Director of IBCH PAS.
2. A copy of the diploma confirming obtaining the academic degree of doctor (or habilitated doctor, or professor, if applicable).
3. Curriculum vitae, containing information on scientific and organizational achievements, including:
 - 1) ORCID ID and other ID (if applicable), e.g. np. Web of Science Researcher ID, Scopus Author Identifier;
 - 2) the course of education;
 - 3) professional career (places of employment and positions, research internships, manager functions);
 - 4) a list of most significant scientific achievements;
 - 5) a list of reviewed scientific publications indexed in the Web of Science database (WoS), indicating: Candidate's role (name bold), the first author (underlined name), the corresponding author (asterisk), DOI, Impact Factor (according to the Journal Citation Reports) and citation number without self-citations (according to the WoS);
 - 6) the Hirsch index and the total number of citations without self-citations (according to the WoS);
 - 7) a list of other publications, monographies, etc.
 - 8) a list of inventions, patents, implementation reports;
 - 9) information on managing or participating in research projects (indicating the funder, budget and duration);
 - 10) information on completed scientific internships;
 - 11) information on teaching and organizational achievements;
 - 12) information on awards and distinctions received.

Please include all of the above points in your CV in the same order. If there are no achievements in any area, write "none".

4. Research program and a short description of the department's operational concept (up to four pages – A4 format). This should encompass ambitious and realistic plans, in line with the IBCH PAS mission, where the actions resulting in achieving significant research results will be described in a convincing way. Only applications that will ensure a long-term operation of the department will be accepted.
5. Contact details of researchers who can provide references.

III. Applications should be submitted via the eRecruiter portal, using the link below:

<https://system.erecruiter.pl/FormTemplates/RecruitmentForm.aspx?WebID=ebf302e4cda04b22ab0943484fca4e03>

IV. The submission deadline is **October 28th, 2023 r.**

V. In the course of the recruitment procedure, selected candidates may be asked to present their research achievements, and an operational concept for the department proposal, also in the form of presentation open for the whole Institute.

VI. The recruitment committee shall formulate relevant recommendation for the Scientific Board of IBCH PAS no later than on **December 5th, 2023**.

VII. This recruitment procedure for the position of a head of department is simultaneously a recruitment for employment as a scientist in IBCH PAS. The successful candidate shall be employed as an Assistant Professor, Associate Professor or Professor, depending on his/her degree/scientific title. Employment will take place in accordance with the provisions of the Labor Code of Poland and HR Excellence in Science, while the exact conditions shall be agreed with the selected candidate/candidates through negotiations.

VIII. In the case of winning this competition, it is required that the Institute of Bioorganic Chemistry PAS be the main, full-time place of employment for the head of department.

IX. Position available from **January 1st, 2024**.

For further details, please contact the Director of the IBCH PAS, prof. Marek Figlerowicz, e-mail: marek.figlerowicz@ibch.poznan.pl, or Deputy Director for Scientific Affairs, dr hab. Luiza Handschuh, prof. IBCH PAS, e-mail: dyrektor.naukowy@ibch.poznan.pl.

Information clause:

Pursuant to the stipulations of the regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), further referred to as GDPR, we hereby inform that:

- *The Institute of Bioorganic Chemistry, Polish Academy of Sciences, seated in Noskowskiego St. 12/14, 61-704 Poznań; REGON 000849327, NIP 777-00-02-062 is the administrator of the collected personal data (further referred to as the Institute).*
 - *The Administrator appointed a Data Protection Officer, who can be contacted in writing, via traditional mail, by sending a letter to the following address: Z. Noskowskiego St. 12/14, 61-704 Poznań, or by sending an e-mail to: dpo@ibch.poznan.pl.*
 - *The personal data of the candidates is processed for the purposes of fulfilling the tasks of the administrator, associated with conducting the recruitment procedure for a vacant position.*
 - *The legal basis for processing personal data is the Act of 26 June 1974 – The Labor Code, Act of 30 April 2010 on the Polish Academy of Sciences or the consent of the person whose data shall be subjected to processing.*
 - *Your personal data shall be subjected to processing for period of 3 months upon the date of decision of the recruitment committee. Following this period, the data will be irretrievably and effectively destroyed.*
 - *The personal data of the candidates shall not be transferred to any third country.*
 - *The person whose data shall be subjected to processing has the right to:*
 - *request access to his/her personal data, and to amend it or delete it, pursuant to articles 15-17 of GDPR;*
 - *limit data processing, in the events stipulated in article 18 of GDPR;*
 - *data transferring, pursuant to article 20 of GDPR;*
 - *withdraw consent at any moment, without influencing compliance with the law of the processing that was executed prior to consent withdrawal;*
 - *file a complaint to the Inspector General for Personal Data Protection.*
- Providing personal data in the scope stipulated in article 22 (1) of the Act of 26 June 1974 – The Labor Code is mandatory, whereas providing data in a broader scope is voluntary and requires consent for its processing.*