UNIVERSITAS GADJAH MADA
FACULTY OF MEDICINE, PUBLIC HEALTH AND NURSING
CENTER FOR TROPICAL MEDICINE
Gedung Penelitian dan Pengembangan FK-KMK, UGM, Lantai 2 Sayap Utara
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VACANCY
RESEARCH MANAGER

Center for Tropical Medicine Faculty of Medicine, Public Health, and Nursing Universitas Gadjah Mada is a research center which focuses on tropical diseases researches with a strong focus on HIV/STI, TB, Arboviruses, Malaria, Neglected Infectious Disease and Cross-cutting Health System Diseases Control researches.

Our vision is to be an internationally recognized center of excellence in tropical medicine. Our research projects mostly consisted of multi years, multi partners/countries projects. A research manager is required to pro-actively support and coordinate our research grant application to maximise research grant income, bring funding opportunities and develop research and best practices within the Center for Tropical Medicine (CTM) .

Ultimately, the research manager will be responsible to influence the development of research atmosphere and opportunity withing the CTM and activity informed consent by the Center five year plan.

1. The Role

The Research Manager will be responsible for:

a. Research Developments and Strategy:
Involving an analysis of the national and international research-funding scene relevant to the CTM research strategy. Monitoring the CTM research activities through the collation, analysis and dissemination of research performance data: income, outputs, application and success rates to help inform research plans and activities.

b. To Enhance Research Atmosphere and Funding Opportunities:
1) The identification, information dissemination and co-ordination of funding opportunities to research working group within the CTM, to help raise the profile of the CTM. Working, on behalf of the CTM, with research management groupings within the Faculty of Medicine, Public Health and Nursing and the Universitas Gadjah Mada to facilitate research-funding opportunities.
2) Raising awareness of funding opportunities and research practice by undertaking horizon scanning of national and international research funding opportunities and promoting and targeting of these funding opportunities to the researchers in the CTM.
3) Developing strategies and activities to improve scientific atmosphere in the CTM.

c. Guidance on Grants and the CTM Five Year Plan:
To work proactively as a facilitator and support to researchers to enable them to pursue relevant funding strategies informed by the Center's five year research plan. This will

include assistance in the preparation of research grant applications including tactical advice on: donor strategic needs, proposal administrative and technical requirements, presentation and format of applications. The organisation and management of research team including ad hoc working groups and research grant application teams.

d. Networking
Networking with funding agencies and research stakeholders to promote inter-departmental, interdisciplinary and multi partner collaborations.

2. Person Specification

a. Education and Experience

Essential

- A postgraduate degree in health sciences disciplines
- Experience of research environments and their funding mechanisms
- Experience of applying for and obtaining research grants

Desirable

- A Ph.D with authored publications.

b. Personal qualities and skills

Essential

- Excellent communication skills: oral written and presentation.
- Excellent organisational, interpersonal and influencing skills.
- Confident IT skills including the use of word-processing, presentation, and spreadsheet packages.
- An ability to assimilate, articulate and promote strategic objectives.
- An ability to deliver work to tight deadlines.

Desirable

- Experience of budgeting and financial forecasting techniques.

To apply for this post, you will need to submit a CV, a photograph (4x6), academic diploma and transcript, and a short motivation letter with **subject: Name_Research Manager_Education Qualification,**

to: pusatkedokterantropis@ugm.ac.id , and cc nuzulhertanti@gmail.com

The closing date for application is **August 8th, 2019 at 3.00 pm**. Selected applicants will be invited to an interview. Date of interview will be informed later.