

The **Luxembourg Institute of Health (LIH)** is a public research organisation focused on precision health and invested in becoming a leading reference in Europe for the translation of scientific excellence into meaningful benefits for patients. LIH places the patient at the heart of all its activities, driven by a collective obligation towards society to use knowledge and technology arising from research on patient-derived data to have a direct impact on people's health. Its dedicated teams of multidisciplinary researchers strive for excellence, generating relevant knowledge linked to immune related diseases and cancer. The Institute embraces collaborations, disruptive technology and process innovation as unique opportunities to improve the application of diagnostics and therapeutics with the long-term goal of preventing disease.

The **Institut National du Cancer (INC, www.inc.lu)** is an Association without lucrative purpose (Association sans but lucratif, ASBL) founded on 25 June 2015. The objectives of the INC are to contribute to efficient fight against cancer, to allow all cancer patients in Luxembourg to access a structured and standardized clinical pathway as well as to receive appropriate medical care and to assist in controlling healthcare spending in the domain of oncology. Currently, the INC is heavily involved in the implementation of the 2nd National Cancer Plan 2020-2024 (PNC2) in Luxembourg.

The Institut National du Cancer and the Luxembourg Institute of Health are looking for a:

Project Manager

2-year fixed-term contract, full-time, entry date: asap

Purpose of the position

- Contribute to the implementation and the sustainability of national and European projects established between INC and LIH aiming to improve quality and equity of care for patients and developing preparatory activities towards the concept of a national Comprehensive Cancer Centre. These include the National Cancer Plan (PNC2), the « Joint Action Network of Comprehensive Cancer Centres: Preparatory activities on creation of National Comprehensive Cancer Centres and EU Networking » (« JA CraNE »), and related EU-funded projects, as applicable
- Monitor and follow up projects throughout their deployment phases, in collaboration with other related activities/ projects/ work packages as necessary
- Ensure effective information flow with internal and external partners (members of the CraNE JA consortium, hospitals, patient care organizations, Ministry/ Directorate of Health, collaborators of PNC2...)
- Lead and coordinate the work, as necessary, in particular between INC and LIH
- Prepare presentations/ findings and miscellaneous communication material, in due delays
- Represent the INC and LIH, during these projects, in meetings with partners, e.g., workgroups, presentations
- Oversee the progress of tasks

Key Skills, Experience and Qualifications

- Diploma (Master, Bachelor, or similar) in a relevant field of expertise: e.g., biology, pharmacy, medicine, nursing, social work, psychology or public health
- Minimum 3 years of relevant job-related experience in project management or any other relevant area (e.g., biomedical, clinical, public health)
- Knowledge of the healthcare sector and the hospital environment
- Knowledge of the quality management system or the certification system of hospitals is of advantage
- Basic knowledge in cancerology is of advantage

Located in Luxembourg, LIH offers the opportunity to work in a dynamic, international and multilingual environment that values personal respect and professional achievement based on the highest intellectual and ethical standards. The remuneration for this position shall be based on qualification and experience.

Applications including a cover letter and a curriculum vitae should be sent before 31st January 2023 through our website www.lih.lu/jobs. Ref.: JA/PM0123/LG/INCLIH

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- Certification in project management (PRINCE2, Agile...) is considered an asset
- Previous research experience is an asset
- Proactive and reactive, and solution oriented
- Demonstrated ability for independent and critical thinking
- Good oral and written communication skills
- Source of proposals
- Excellent knowledge of at least English and one of the two languages: German or French. Luxembourgish is an asset
- Team player
- Flexible regarding missions (growing institutions, working between 2 institutions) and working hours (possible meetings in the evenings)
- Occasional business trips within Luxembourg and EU are to be expected
- MS Office skills (Word, Excel, PowerPoint) are a must
- Experience with Macs and databases management will be of advantage.

By applying to this inter-institutional position, the candidate accepts that the details of his/her application are shared and processed within the 2 institutes (INC and LIH) during the whole recruitment process in the framework of the General Data Protection Regulation (GDPR).

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