

Paris Brain Institute (ICM) is recruiting a:

Research Data Coordinator (M/F)

As soon as possible

Permanent (CDI)

A Paris 13^{ème}

The Paris Brain Institute (ICM) is a private foundation recognized as being of public utility, whose purpose is fundamental and clinical research on the nervous system. On the same site, 700 researchers, engineers and doctors cover all the disciplines of neurology, with the aim of accelerating discoveries on the functioning of the brain and the development of treatments for diseases such as: Alzheimer's, Parkinson's, multiple sclerosis, epilepsy, depression, paraplegia, tetraplegia, etc.

POSITION

Context

The Paris Brain Institute is investing in cutting-edge technologies and expertise as part of its transversal approach to the discovery of new treatments for neurological diseases. The Data Analysis Core facility (DAC) mission within this ambitious program is to develop new tools and analyses, coordinate FAIR data governance across the institute, and accompany researchers in exploiting the full potential of the institute's technology and data ecosystem. The DAC consists of an enthusiastic interdisciplinary team of experts in biostatistics, bioinformatics, computational neuroscience, and data management. We accompany researchers throughout the research cycle, from idea to publication. We perform analyses, develop databases, and offer training in data analysis and good practices in data management. We are currently recruiting new team members to strengthen our expertise in bioinformatics (spatial transcriptomics), image analysis using deep learning (microscopy, histology, and neuroimaging), and research data governance. If you are interested in the brain and want to apply your skills in a stimulating research environment, the DAC could be the place for you.

Job description (mission)

We are looking for a person who can coordinate data governance at the Paris Brain Institute. It requires a person who is passionate about open science, while being knowledgeable regarding issues of data protection, confidentiality, and privacy. Your main role will be to help researchers and platforms navigate the institute's data policy, and to be an active advocate and trainer for best practices in data management and sharing. You will create awareness concerning all aspects of data governance, including the life cycle of data, data management plans, the creation of metadata, the use of open data formats, and will indicate where legal advice or data protection procedures are required. The position requires the ability to liaise with a wide range of entities within and outside of the institute, both scientific and administrative. You will be part of an enthusiastic and supportive team of data experts, research support staff, administrators, and researchers. A flexible, social and problem-solving attitude, combined with strong leadership and management skills will allow you to coordinate a growing team of data-managers within the DAC platform, while building bridges with data collection staff throughout the institute. In short, you will:

- Be a central point of contact for researchers concerning data governance
- Support research teams in following the Institute's data policy
- Lead a team that manages research data(bases) of the institute
- Promote best practices in research data management and open science
- Build bridges between research teams and support (legal, DPO, risk assurance)

- Communicate between research teams and IT to anticipate infrastructure needs
- Resolve issues concerning data governance with principle investigators, postdocs and CRAs
- Create estimates and quotes for data management support

PROFILE

Know-how (savoir-faire)

- Experience in a research environment (academic or enterprise)
- Experience in implementing Data Management Plans (DMPs), GDPR, French health law, data protection assessments and regulatory ethical procedures (CNIL), or a strong desire to learn
- Understanding of research data life cycles and IT solutions for data governance, or a strong desire to learn

Knowledge (savoir)

- Master's degree or higher in science, law, biology, health, data management, biostatistics or related field
- Knowledge of best practices and regulations regarding (clinical) research data management desired
- Understanding of digital tools for data management and (clinical) research databases (e.g., REDCap)
- Ability to converse in English (required) and French (desired)

Soft skills (savoir-être)

- A passion for FAIR, open science and scientific reproducibility
- Excellent organizational and project management skills (individual and team)
- Excellent interpersonal, communication and leadership skills
- Flexible and solution-oriented with the ability to communicate with researchers and staff from different backgrounds and with different needs, timetables, and understanding
- Willingness to learn from - and actively integrate into - a network of research teams, research support departments, and (inter)national networks of data management
- Autonomy and initiative, with a hands-on attitude

Please send your CV and letter of motivation (in English), indicating name and contact details of two references (incomplete dossiers will not be considered) to recrutement@icm-institute.org and stephen.whitmarsh@icm-institute.org with the subject: "Research Data Coordinator".