

## Multimedia Technician [M/F] - 1 vacancy

Post Ref.: CCMAR/TM/32/2024

The Algarve Centre of Marine Science (CCMAR) opens a vacancy for a Multimedia Technician (Técnico de Multimédia) (M/F), to satisfy temporary needs under an uncertain term employment contract in order to support the work carried in the context of CCMAR projects under the following conditions:

### 1. About CCMAR:

CCMAR (<https://ccmar.ualg.pt/>) is one of the leading marine science research centres in Portugal, rated Excellent in evaluations promoted by the Foundation for Science and Technology (FCT). With a multidisciplinary team, well-equipped facilities, and laboratories, CCMAR engages in core areas such as research, training, business, societal engagement, and collaboration.

### 2.Tasks to be performed:

We are looking for a person who has specialized in multimedia production to create engaging and informative digital content on scientific research findings and knowledge about the marine environment to the general public, media, and other stakeholders.

This position requires using a variety of tools and software to produce visually appealing digital content that will be used to communicate the centre's research findings to various audiences.

The Multimedia Technician will work closely with CCMAR researchers and the Science Communication Unit to understand the research developed at CCMAR and translate it into compelling multimedia content appropriate for non-scientific audiences.

Main responsibilities will include:

- Developing multimedia and audiovisual content, including videos, reels, short documentaries, photography, animations, infographics, and other visual content that fits different formats and channels (website, social media, exhibits, outreach activities, events).
- Collaborating with researchers and the Communications team to identify key research findings and translate them into visually engaging content.
- Identifying new opportunities for multimedia content that can increase the visibility of CCMAR's research initiatives and plan their execution.
- Effectively engaging with CCMAR members and partners to produce appealing digital content (conducting interviews, collecting baseline information for contents, acquiring images).
- Using a variety of software and tools to create multimedia content with appealing design, including Adobe Creative Cloud, Canva and other software.
- Supporting the management of CCMAR's social media accounts and website, ensuring the production of engaging digital content and its publication.
- Managing CCMAR's Image Bank, ensuring that audiovisual content is organized and accessible to other CCMAR members.
- Support the daily activities of the CCMAR Science Communication Unit.

**3.Monthly Gross Salary:** 1 385,99 €

**4. Application submission process and documents:** Only applications submitted through the CCMAR website will be considered: <https://ccmar.ualg.pt/oportunidades-de-carreira>. Applications are considered to be correctly submitted only after the candidate has received a confirmation e-mail from CCMAR. Applications (in English) must include:

1. Motivation Letter (in English).
2. Detailed CV (in English) or portfolio.
3. Qualifications certificates.
4. Portfolio including the production of digital content for social media and website, particularly in video format.
5. Email contacts of up to 3 referees.

**Non-compliance with these documents/information determines the immediate rejection of the application.**

**5. Required profile:**

1. A degree (Licenciatura/BSc) and/or technical certified courses in multimedia production, audiovisual production, cinema, or related fields.
2. Driver's license
3. Proven experience producing appealing and engaging digital content for social media and website, including video.

Non-compliance with these requirements invalidates the application. Provision of false documentation will be punished by law.

The ideal profile would include the following:

**QUALIFICATIONS**

- A degree (Licenciatura/BSc) and/or a technical certified course in multimedia production, audiovisual production, cinema, or related fields.
- Driver's license

**EXPERIENCE AND SKILLS**

- Experience producing appealing and engaging digital contents for social media and website (evaluated through portfolio).
- Strong creative skills and ability to translate complex scientific concepts into visually engaging content, using storytelling (evaluated through portfolio).
- Fluency in Portuguese (PT-PT) and English (EN).
- Proficiency in multimedia software.
- Excellent project management skills and ability to manage multiple projects simultaneously.
- Strong communication skills.
- Knowledge and experience in graphic design is desirable.
- Experience working in multidisciplinary teams is desirable.

**6. Working contract conditions:** uncertain term employment contract expected to start in September 2024.

**7. Working Schedule:** 35 hours weekly

**8. Working Place:** CCMAR

**9. Application Period:** between the 09<sup>th</sup> of August 2024 and 06<sup>th</sup> of September 2024 at 23:59 (Lisbon time, Portugal).

**10. Selection Committee:** Doctor Rita Abecasis, Head of the CCMAR Science Communication Unit (president of the jury), Professor Adelino Canário, researcher and president of the board of directors at CCMAR (member) and Dr Anaís Guerra, Science Communication Officer at the CCMAR Science Communication Unit.

**11. Selection Criteria:**

Through the analysis of the application documents the evaluation criteria for the applications and their relative weight for ranking are as follows:

1. Experience and skills (30%)
2. Portfolio (40%)
3. Motivation letter (10%)
4. Qualifications (20%)

The selection committee reserves the right to contact and interview candidates if additional information or clarification of any curricular aspect is necessary. In case it takes place, the interview aims to evaluate in more detail the curricular items used to grade the candidate according to the list above.

In the eventuality that no applicant has the necessary profile, the selection committee reserves the right to close the call without any recruitment. In the event that the selected person does not take up the position because of failure to comply with documentary requirements or any other reason, or later during the contract if they resign, the jury reserves the right, upon convenience and opportunity, to assign the position to the next applicant in accordance with the ranking positions based on the selectable list that can be used up to 12 months of the date of the present announcement.

The board of Directors reserves the right, due to a change in circumstances at the date of the present announcement, to cancel the present call without any recruitment.

**12. Results:** The lists of admitted and excluded candidates, and the final classification list, shall be posted on the CCMAR website at <https://ccmar.ualg.pt/oportunidades-de-carreira> and all candidates will be notified by email.

**13. Preliminary Hearing and Final Decision Deadline:** After notification, candidates have 10 working days to contest the preliminary decision sending an email to the selection committee. The final decisions will be announced within 90 days of the application deadline.

**14. Final Information:**

14.1) Candidates holding certificates proving degrees issued by a foreign university must have their certificate recognised in Portugal when signing the employment contract. Failure to do so justifies exclusion

from the procedure. Information on degree recognition can be obtained from any Portuguese university or here.

14.2) CCMAR endorses the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (Charter and Code).

14.3) Disabled candidates have a preference in case of equal classification, which prevails over any other legal preference. Candidates must declare in their application, under oath, their disability degree, type of disability, and means of communication/expression to be used in the selection process, under the aforementioned decree.

14.4) CCMAR's non-discrimination and equal access policy: No candidate may be privileged, benefited, prejudiced, or deprived of any right or exempt from any duty on the grounds of, namely, ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, social origin or condition, genetic heritage, disability, chronic illness, nationality, ethnicity, territory of origin, language, religion, political or ideological beliefs, and union membership.

**August the 7<sup>h</sup> 2024**