

# APPOINTMENT OF DIRECTOR OF OPERATIONS

Project: Barcelona Brain Health Center (BBHC - Centre de Salut del Cervell)  
Location: Barcelonaβeta Brain Research Center (BBRC)

**barcelonaβeta**  
BRAIN RESEARCH CENTER

 Hospital del Mar  
Barcelona

 Hospital del Mar  
Research Institute  
Barcelona



## WELCOME

The **Barcelona Brain Health Center** - Centre de Salut del Cervell (**BBHC**) is a joint initiative between the Barcelonaβeta Brain Research Center (BBRC), Hospital del Mar and Hospital del Mar Research Institute (HMRIB).

The **BBHC** represents a pioneering effort focusing on integrating research, prevention, and clinical care for Alzheimer's disease and other neurodegenerative conditions. The BBHC will offer comprehensive clinical care, conduct cutting-edge research, and provide educational programs to the community. Its mission is to become a leading organization in providing **the best** and most advanced care to patients living with Alzheimer's or other dementias, their caregivers, and their families; conducting comprehensive research covering the continuum of the disease, transferring new scientific advances to clinical practice as soon as possible; and reducing the risk of dementia by promoting brain health.

The **BBRC**, coordinated by the Pasqual Maragall Foundation, is a non-profit research center specializing in Alzheimer's disease, neurodegenerative diseases, and neuroscience, with a clear focus on the prevention and treatment of these conditions.

**Hospital del Mar**, a University Hospital affiliated with Pompeu Fabra University (UPF) and part of the Catalan public health sector, provides comprehensive healthcare services while actively engaging in health research and prevention programs.

The **HMRIB** is a prestigious public research center in biomedicine and health sciences, recognized as a CERCA center and responsible for managing as a health research institute.

The alliance between these institutions represents a unique and scalable model of collaboration within the healthcare system, with the aim of significantly improving the population's quality of life and advancing scientific progress in brain health and neurodegenerative diseases.

**Thank you for your interest in applying for the exceptional role of Director of Operations for the Barcelona Brain Health Center initiative!**



**Arcadi Navarro**

Director Barcelonaβeta Brain Research Center (BBRC)



**Jaume Raventós**

Gerent Hospital del Mar



**Joaquín Arribas**

Director Hospital del Mar Research Institute (HMRIB)

## OVERVIEW

As explained at Welcome chapter, the Barcelona Brain Health Center (**BBHC**) is a joint initiative between the Barcelonaβeta Brain Research Center (BBRC), Hospital del Mar, and the Hospital del Mar Research Institute (HMRIB), aiming to integrate research, prevention, and care in the field of cognitive decline and dementia, particularly Alzheimer's disease. This pioneering and strategic Joint Unit will combine economic, personal, and material resources to address an unmet need in the healthcare system, positioning these institutions as leaders in neuroscience research and care.

**The Barcelonaβeta Brain Research Center (BBRC) will initially serve as the organization that centralizes the hiring of the new team for the development of the Barcelona Brain Health Center (BBHC).**

BBHC is seeking a highly experienced and motivated Director of Operations with extended expertise in clinical research and hospital logistics to lead the operational development of this initiative. Reporting to the BBRC Director and in coordination with the Clinical Directors of the BBRC, this individual will be instrumental in defining the framework for a fully functional, efficient, and impactful brain health center, supporting the center's strategic objectives.

## Barcelonaβeta Brain Research Center and Pasqual Maragall Foundation

The BBRC, research center of the Pasqual Maragall Foundation, **pioneers research on Alzheimer's disease prevention and its early detection**. Its mission is to develop preventive measures for the disease, advance knowledge on healthy ageing, and investigate neuro-physiological and neuro-psychological aspects of cognitive functions, with a focus on age-related neurodegenerative diseases. BBRC aims to provide **effective solutions to the global challenges posed by the world's ageing population** and a comprehensive understanding of the ageing process and neurodegeneration.

The Pasqual Maragall Foundation, Pompeu Fabra University and "La Caixa" Foundation are permanent members of the Board of the BBRC, which is located at the **Ciutadella Campus of the Pompeu Fabra University of Barcelona**. This building provides excellent technical facilities, such as a **3TMR scanner fully dedicated to research activities, Clinical Trials facilities and a wet laboratory for fluid biomarker research**. The BBRC's core proceedings for attaining world-class research results involve state-of-the-art scientific facilities, proficient project management, a consistent high-standard peer-reviewed evaluation and a very close connection with the Hospital del Mar.

The BBRC is also part of the Barcelona Biomedical Research Park (PRBB), a large research facility that hosts seven prestigious research institutions dedicated to biomedical research, located on the seafront of Barcelona. This places the BBRC in the heart of the city's biomedical hub, within a dynamic, multidisciplinary, and collaborative international environment that fosters innovation. The proximity to clinical settings enhances opportunities for translational research, directly bridging the gap between lab discoveries and patient care. In particular, the PRBB hosts the Hospital del Mar Research Institute (HMRIB), renowned for its cutting-edge research in areas such as cancer, neuroscience, and epidemiology. Adjacent to the PRBB, Hospital del Mar provides essential clinical services and serves as a key partner in advancing translational and clinical research, further enhancing the collaborative ecosystem.

In October 2020, BBRC Barcelona received the '**HR Excellence in Research award (HRS4R)**' granted by the European Commission. The institution promotes a **diverse and inclusive environment**, and **welcome applicants regardless of age, disability, gender, nationality, ethnicity, religion, sexual orientation, or gender identity**. BBRC is pledged to the development of an Equality Plan with the aim of guaranteeing gender equality with regard to selection, training, promotion, conciliation, occupational health, communication and remuneration. Women candidates are especially encouraged to apply for this position.



## KEY RESPONSIBILITIES

### Strategic Planning & Development

- Lead the foundational planning of the BBHC, defining its operational structure, workflows, and processes to ensure seamless integration of research and clinical care.
- Develop and implement all necessary activities to establish a fully functional BBHC, including identifying key operational needs and determining required resources.
- Collaborate with experts to identify and recruit professionals with dual capabilities in both research and clinical assistance to support the BBHC's mission.

### Team & Leadership

- Identify and assemble a core team of key decision-makers across BBRC, Hospital del Mar, HMRIB, and other stakeholders to guide the operational and clinical direction of the BBHC.
- Establish working procedures and governance frameworks that foster effective collaboration across clinical, research, and administrative teams.
- Serve as the central point of leadership for operations, fostering a culture of collaboration, innovation, and accountability across multidisciplinary teams.

### Operational Efficiency & Infrastructure

- Evaluate available physical spaces and clinical workflows within both the BBRC and Hospital del Mar to determine the most efficient use of resources and patient care pathways.
- Analyze and optimize the research participant workflow, ensuring smooth transitions between recruitment sources (hospital or BBRC) and participant visits.
- Lead the development of procedures to support patient and research participants' visits, ensuring that research protocols and clinical assessments are conducted efficiently and in appropriate facilities.

### Data Management & Integration

- Work closely with the BBRC's Data Center to determine the optimal processes for accessing, sharing, and integrating data from the public healthcare system.



- Propose and implement strategies for ensuring BBHC’s research data can be securely entered into the public system when appropriate, fostering a bidirectional flow of clinical and research information.
- Support the development of a shared database system, including all research participants from the BBHC, with harmonized data collection and probes to be conducted on all types of participants (participants at risk of Alzheimer's disease or patients with Alzheimer's disease).
- Ensure that transversal analysis is possible between different profiles of patients and at-risk participants.

### **Clinical Care Protocols & Compliance**

- Lead the development and implementation of high-quality clinical care protocols for patients with Alzheimer's disease and cognitive impairment who will enter BBHC research projects.
- Ensure compliance with all regulatory requirements for patient care, including local, national, and international guidelines.

### **Project Management & Reporting**

- Lead the operational execution of research projects, overseeing their progress and ensuring alignment with BBHC's strategic goals.
- Manage clinical research budgets and timelines, ensuring that projects stay on track and within budgetary constraints.
- Provide regular reports and updates to the BBRC and Hospital del Mar executive teams on project statuses, key milestones, and any operational challenges.
- Continuously propose new initiatives and improvements to enhance the BBHC's clinical and research capabilities.

### **Collaboration & Relationship Building**

- Serve as the primary liaison between BBRC, Hospital del Mar, HMRIB, and other key stakeholders to ensure alignment of operations, research, and clinical care activities.
- Establish relationships with key opinion leaders (KOLs) and foster partnerships with other institutions to enhance BBHC’s research and clinical networks.
- Work collaboratively with researchers to identify and implement research initiatives that align with the BBHC’s mission.
- Represent the BBHC at conferences and professional meetings, promoting the center’s goals and achievements in brain health research.

## **IMPACT**

The **Director of Operations** will play a critical role in shaping the future of brain health research and care through the successful development of the BBHC. By defining and implementing efficient workflows, assembling high-performing teams, and ensuring operational excellence, this position will directly contribute to improving the prevention, diagnosis, and treatment of neurodegenerative diseases, including Alzheimer's.

This role offers a unique opportunity to lead the establishment and operational success of the BBHC, driving innovation at the intersection of research and clinical care for neurodegenerative diseases.

# REQUIREMENTS

## Education

- A degree in biomedical sciences or related disciplines, such as general biology, human biology, physiology, biochemistry, molecular biology, nursing, medicine, pharmacology, or other life sciences pertinent to medical research, healthcare, and patient care, is desirable.
- Additional training in medical, nursing, pharmaceutical, or other related health sciences is preferred.
- A PhD or an MD in a relevant field is considered a significant advantage.

## Experience

- Minimum of 10 years of extensive experience in operations management, ideally encompassing clinical operations and hospital dynamics.
- At least 5 years in a leadership role within healthcare, clinical research, or related fields, including experience with clinical trials.
- Demonstrated success in managing clinical research related to neurodegenerative diseases, such as Alzheimer's disease, is highly advantageous.
- Proven experience in hospital management or working within large healthcare institutions, with a focus on integrating research and clinical care, is strongly preferred.

## Skills & Knowledge

- Expertise in Good Clinical Practice (GCP), regulatory requirements, and ethical guidelines.
- Familiarity with data protection regulations such as GDPR and their application in clinical research and patient care.
- Comprehensive knowledge of clinical trial design, protocol development, CRFs, SOPs, and ICFs, as well as familiarity with data management and databases.
- Strong leadership skills, with the ability to build and motivate multidisciplinary teams across research and clinical functions.
- Excellent communication and relationship management skills, with experience working with high-level executives and key stakeholders.
- Fluent in English, Catalan, and Spanish, both written and spoken.
- Demonstrated ability to think strategically and execute operational plans in complex, multidisciplinary environments.
- Innovative and out-of-the-box thinker with a high level of motivation, able to navigate the challenges of building a new, cutting-edge clinical research infrastructure.
- Proven ability to lead and execute multiple large-scale clinical projects, ensuring compliance, efficiency, and high-quality outcomes.

## WORKING CONDITIONS

- Permanent contract.
- Excellent Company Agreement in relation to the Annual Calendar of effective hours: 1618 hours full-time.
- Competitive salary proposal according to the Foundation's reward Policy and Development Plan.
- Hybrid working model (on-site + teleworking) and flexible working hours.
- Holidays: 23 working days proportional to the date of hiring. Furthermore, other extra calendar days such as long weekends and days in March-April and December.
- Flexible Compensation plan (meal card, health insurance, kindergarten).
- We offer a very stimulating environment with infrastructure and unique opportunities for professional development.



## HOW TO APPLY

Please submit a single PDF file containing the following documents:

- **Cover Letter:** Highlighting your interests, experience, and motivation for joining the Foundation's mission.
- **Updated Curriculum Vitae (CV)**
- **References:** the names and contact details of up to three references will be requested as the candidacy progresses.

All documentation must be submitted confidentially and electronically to [talent@barcelonabeta.org](mailto:talent@barcelonabeta.org) (please specify the position you are applying for in the subject line).

Any inquiries prior to the selection process are welcome.

*We are committed to providing equal opportunities to all, regardless of background. We encourage candidates to apply regardless of gender, race, disability, age, sexual orientation, religion or beliefs, marital status, pregnancy, or maternity.*

**Deadline for submitting applications: Applications will be accepted until the position is filled**

# SELECTION PROCESS

## 1. Pre-selection

The selection committee (including representatives from BBRC, Hospital del Mar and HMRIB), in collaboration with the People Department, will evaluate applications based on the qualifications, experience, and motivation expressed in the cover letter and CV. This process will be merit-based, resulting in a list of preselected candidates.



## 2. Interview Stage

The selection committee will assess each application, ensuring that every profile is evaluated according to internal selection policies, which are based on transparency and merit, in compliance with the HRS4R Excellence Award recognition.

Preselected candidates will participate in the following phases:

- **Vision Statement:** Candidates will be asked to develop and present a plan outlining their leadership style, approach to team management, and strategic vision for the future. This plan should align with the BBHC strategic objectives and mission.
- **Visit:** Finalist candidates will have the opportunity to visit the organization. During this visit, they will meet the team and experience the working environment, gaining an overall view of the institutional culture.

### Comments and Suggestions

**At the BBRC, we promote continuous improvement in our selection processes. If you have any questions, concerns, or suggestions, please contact us at [talent@barcelonabeta.org](mailto:talent@barcelonabeta.org)**



# barcelonaβeta

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Barcelona

 Hospital del Mar  
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