



Register no. 181 Record no. 4126 of 22/11/2024

PUBLIC NOTICE OF CANDIDATE SELECTION, BASED ON QUALIFICATIONS AND AN INTERVIEW, FOR THE AWARDING OF X CONTINUOUS WORK CONTRACTS ON A SELF-EMPLOYED BASIS TO COVER THE NEEDS OF THE DEPARTMENT OF THE ARTS

THE DIRECTOR

Having regard to art. 2222 et seq. of the Italian Civil Code;

Having regard to art. 7 of Italian Legislative Decree 165/2001, as amended;

Having regard to Italian Law 240/2010 concerning the organisation of the University, academic staff and recruitment, as well as the Government mandate to incentivise the quality and efficiency of the university system;

Having regard to Italian Legislative Decree 33/2013, as amended, restructuring the rules governing the right of civic access and the public administration's obligations in relation to the publicity, transparency and dissemination of the information;

Having regard to art. 1, para. 303 of 2017 Italian Budget Law no. 232 dated 11/12/2016, which provides that in order to promote the development of research activity in State universities and to maximise the activities performed in support of the same without further cost to the State, the deeds and contracts referred to in art. 7, para. 6 of Italian Legislative Decree no. 165 of 30 March 2001 entered into by State universities are not subject to the prior control of the Court of Auditors provided for by art. 3, para. 1, letter f-bis) of Italian Law no. 20 of 14 January 1994;

Having regard to the resolution of the 18/10/2024 Department Council which authorised the appointment referred to in art. 1 in order to perform the tasks described therein;

Having verified that the position cannot be filled internally;

MAKES THE FOLLOWING ANNOUNCEMENT

A competitive procedure, based on qualifications and an interview, is hereby announced to appoint a self-employed worker on a continuous basis for a period of 32 months to support the "HEMIG - Hostile Environments: the Political Ecology of Migration and Border Violence - SPATIAL RESEARCH" Grant Agreement 101042338 - CUP J33C22002820006." Project in order to meet the needs of the Department of the Arts.

Article 1

**Project for which the appointment is required.
Duration, scope and location of the appointment.**



The appointment will be for a period of 32 months with an indicative annual commitment of approximately 1280 hours.

Project and objectives

The ERC-funded “Hostile Environments” (HEMIG) project (2022-2027) seeks to unravel the interconnected nature of the so-called migration and environmental crises beyond catastrophist and security-oriented perspectives. The project strives to experiment with innovative forms of public knowledge production and dissemination at the crossroads of scholarly, artistic and journalistic practices. As part of this mission, we are on the lookout for a skilled communicator to join our team. The ideal candidate will have a strong understanding of social media trends, website management, and content creation tailored to our mission of highlighting border violence and advocating for human rights.

Scope of the appointment.

The appointment will entail the following:

- Collaborate with our visual research team to translate investigations, projects, events, exhibitions and publications into accessible and impactful public knowledge, via social media posts, website updates, online and offline dissemination strategies.
- Develop and maintain relations with media groups and communications officers of partner groups (journalists, academics, cultural venues and organisations) to plan and implement public dissemination strategies, launch events, etc.
- Develop and manage our social media presence.
- Create, curate, and disseminate engaging content that aligns with our mission and projects.
- Maintain and update our website with relevant content, ensuring a cohesive and informative online presence.
- Engage with our online community, responding to comments, messages, and inquiries in a timely and professional manner.
- Providing ongoing support and maintenance as needed.

Location

The activities can be carried out mostly remotely, as well as at the department and/or at any other University facility or other location chosen by the worker that is functional to achieving the project objectives.

Article 2 General application requirements

This call for applications is open both to permanent **Officers Area and/or Highly Professional Area** employees of the University and to external applicants.

The application requirements for the purposes of this competitive assessment are as follows:

1. Degree qualification: a BA or MA in International Relations as well as a BA or MA in Journalism;



2. Qualified professional experience and skills gained in news organisations for at least 12 months and in human rights organisations for at least 12 months in relation to the scope of the contract
3. No criminal convictions and/or pending criminal proceedings such as would be incompatible with the appointed work to be carried out
4. Enjoyment of civil and political rights
5. Adequate knowledge of Italian, if the candidate is a foreign citizen, and English.

For degree qualifications gained abroad, a declaration of equivalence is required in accordance with the applicable laws in force. In the absence of such a declaration, candidates must include with their application a translation in Italian of the foreign degree qualification, accompanied by a declaration by the candidate that the translation is a true representation of the original.

Foreign degree qualifications may be declared admissible by the Selection Committee solely for the purposes of participating in the selection. If the successful candidate has gained degree qualifications in a country outside of the European Union, he/she must send the University the official translation along with a declaration of the value of the degree by the relevant Italian diplomatic or consular official in their country of origin. It must be sent in the same manner as that provided for submitting the application, in accordance with the laws in force, prior to signing the contract.

Applicants who are related, up to and including the fourth degree of consanguinity, to a professor within the Department that has requested the appointment, or to the Rector, the Director General or a member of the Board of Governors of the University, may not participate in the selection. Staff who have taken early retirement are also disqualified from applying pursuant to art. 25 of Italian Law 724/1995.

The requirements must be met on the date of expiry of this notice.

Candidates who do not meet the application requirements or who fail to declare them shall be excluded from the selection procedure.

Article 3 **University employees**

Permanent employees of the University may indicate their interest using the form in annex 2 in the manner specified in article 5.

Under penalty of exclusion, the application of the employee must be accompanied by the relative AUTHORISATION from their department manager using the form in annex 3.

Work carried out by an employee of the University may be performed only in accordance with the contractual terms and conditions of the collective bargaining contract applicable to the university sector in compliance with the laws in force, particularly Italian Legislative Decree 165/2001, as amended.



The appointment will be performed by the employee during office hours and does not provide for any additional payment in that it is considered part of the services rendered.

Article 4 Application

The application, which must be prepared in line with the template attached to this notice (annex 1) and accompanied by the documentation specified below, must be sent to this Administration by **no later than 6/12/2024**

This notice of selection will be posted on the University website <https://bandi.unibo.it/collaborazioni/incarichi> and on the website of the Department of the Arts.

The application may be submitted by the candidate in any of the following ways:

- Submitted by **email** address to **dar.bandit@unibo.it** with subject **“Bando Rep. n. 181 Prot. N. 4126 del 22/11/2024”**, containing the duly compiled and signed application any other documents required in .pdf format, together with a scanned copy of the applicant's valid identification document.
- Submitted by **certified email (PEC)**, sent from the applicant's personal PEC address to **darvipem.dipartimento@pec.unibo.it** with subject **“Bando Rep. n. 181 Prot. N. 4126 del 22/11/2024”**, containing the duly compiled and signed application any other documents required in .pdf format, together with a scanned copy of the applicant's valid identification document.

The date of receiving the applications is established and demonstrated:

- if sent by MAIL: by the date of the email;
- if sent by PEC: by the date of the email.

Applications that are not signed or that arrive after the date indicated above or via means other those indicated will not be considered.

This office accepts no responsibility for the failed delivery of any correspondence that is not caused by the actions of its employees.

Candidates are responsible for ensuring that their application indicates:

- their name and surname;
- their place and date of birth;
- their nationality;
- their residence and address for the purposes of the selection procedure;
- that they do not have any criminal convictions and that there are no pending criminal proceedings concerning them (where this is not the case, all criminal convictions and/or pending proceedings must be listed);



- that they meet all the application requirements indicated in article 2 of the call for applications.

In their application, disabled candidates, pursuant to art. 3 of Italian Law no. 104 of 5/2/1992, may request the benefits provided for by art. 20 of said law (additional time, special aids, etc.) by attaching a certificate relating to the specific disability, issued by the competent medical commission.

The following documentation must be included with the application:

1. Signed and dated curriculum vitae, which must be in the Europass format attached to this call for applications (annex 4). The curriculum must provide a detailed overview of the candidate's educational and professional experience, as well as the qualifications that he/she intends to submit for evaluation;
2. List of qualifications that the candidate intends to submit for evaluation;
3. A photocopy of the candidate's valid identity document;
4. Under penalty of exclusion, permanent employees must submit a written authorisation from their department manager (annex 3);
5. Letter of motivation.

All candidates are admitted to the selection procedure subject to verification that they meet the requirements to participate. The Office may decide at any time, also following the interview, to exclude a candidate from the selection procedure.

Candidates are reminded that in dealings with the bodies of the public administration and public service providers, the notarial deeds and certificates issued by the Italian public authorities are substituted by the declarations referred to in articles 46 and 47 of Italian Presidential Decree 445/2000.

Any certifications attached to the application will therefore not be considered for the purposes of evaluating the aforementioned qualifications, pursuant to art. 15 of Law 183/2011. Said certifications must be self-certified by the candidate.

Article 5

Admission, selection, ranking and notifying the candidates

The selection will be based on an assessment of the candidates' qualifications and will be made by a Committee of experts.

Candidates who have been excluded from the selection procedure will be notified via registered mail with return receipt or via PEC or mail.

Candidates who do not receive notification of exclusion by the date of the interview are expected to attend said interview.



Interviews with employees will be held on **12/12/2024 at 9:30 on the Teams platform**. This notice has the value of notification for all candidates participating in the selection, without the need for further communication.

External candidates will be considered only in the event that the position cannot be filled internally by permanent employees of the University due to their lack of interest or suitability.

Interviews with external candidates will be held on **12/12/2024 at 9:30 on the Teams platform**. This notice has the value of notification for all candidates participating in the selection, without the need for further communication.

Should an interview not be necessary, this will be notified beforehand by email.

The aim of the interview is to ascertain knowledge and skills in the following areas:

- Knowledge of the various domains in which the project moves, namely academic research, journalism, the arts, human rights activism, etc.
- Knowledge of the topics studied by the project, in particular critical perspectives on migration and border violence as well as environmental and social justice
- Technical knowledge relevant to this call (social media management tools, website content management systems)
- Soft skills relevant to this call, in particular the ability to work independently and collaboratively within a remote team environment, listening to and communicating effectively with team members and collaborators across a wide range of fields and practices

The candidate's professional curriculum will also be discussed, and knowledge of English will be ascertained.

In order to be admitted to the interview, candidates must be in possession of a valid identity document.

The interview will be deemed successful with a score of at least 21/30 or equivalent.

The qualifications eligible for consideration are those that fall under the categories indicated in annex 5 to this notice. They will be assessed through the allocation of points as indicated therein. The total points allocated may not exceed 10.

Qualifications received after the deadline for the submission of applications to participate in the competitive selection procedure will not be considered.

The qualifications will be assessed after to conducting the interview only for candidates who have passed the interview.

The outcome of the assessment of qualifications will be made known with the publication of the selection results.



The overall final score (max. 40 points) will comprise the sum of:

- the points allocated following the interview (max. 30 points);
- the points allocated for the qualifications set out in annex 5 (max. 10 points).

Upon completion of the selection procedure, the Committee will compile a list of candidates ranked according to merit which will be valid for 12 months and which will be used in the event that the successful candidate does not take up the appointment.

The Department Manager will issue a decree approving the ranking list compiled by the Selection Committee, which will be published on the website of the Department of the Arts.

The decree approving the ranking list will be sent by email to the successful candidate and to those on the ranking list.

Article 6 **Overall pay and work specifications for external personnel**

The gross pay, calculated for the entire duration of the contract, is established in the amount of EUR 35.200€ (thirty-five thousand two hundred euros /00), including the taxes, social security and insurance contributions that, by law, must be paid by the worker.

The worker shall be entitled to reimbursement of expenses that may be necessary for the performance of the activities covered by the contract, subject to authorisation and on presentation of appropriate documentation, in accordance with the current Regulation of missions and transfers and related expense reimbursements of the University of Bologna.

The worker will be paid in arrears in bi-monthly instalments, and the payment shall be subject to a declaration that the work has been duly performed, issued by the Manager in charge of the service, prof. Lorenzo Pezzani.

The worker shall be entitled to reimbursement of expenses incurred that may be necessary for the performance of the activities covered by the contract, subject to authorisation and on presentation of appropriate documentation signed by the Manager in charge of the service, prof. Lorenzo Pezzani, in accordance with the current Regulation of missions and transfers and related expense reimbursements of the University of Bologna.

The worker must take out appropriate third-party liability insurance cover, for which he/she may avail of the University's broker.

In accordance with articles 2222 et seq. of the Italian Civil Code, the services covered by this contract are provided in the context of a working relationship marked by the absence of subordination, involving the provision of services without any specified working hours or hierarchical restrictions.

The worker will offer his/her services on an independent basis, even though he/she will have access to the documentation and facilities of Departments of the Arts, without this signifying in any way that he/she is permanently established in the organisation of the University of Bologna.

In particular, in order to perform the services, the worker:



- will perform his/her work on a completely independent basis;
- will work in the absence of subordination and without coordination with the activities of the University of Bologna or permanent establishment in its organisation;
- will decide on the technical and operational means of delivering the service, in accordance with any agreements with the University.

This contract does not give rise to any form of exclusive relationship with the University.

The worker will carry out the requested activities personally, without recourse to deputies.

Article 7 Awarding the contract

In the event of only one application being received or deemed valid, the Administration reserves the right not to proceed with the appointment on grounds of public interest or if the applications are, at the sole discretion of the Administration, deemed unsuitable.

Having identified the person they wish to appoint, and having verified the veracity of the declarations submitted, the Administration will proceed with signing the contract.

Further information may be obtained from prof. Lorenzo Pezzani.

who may be contacted by:

Email lorenzo.pezzani@unibo.it

Article 8 Final provisions and data protection

For the purposes of applying the provisions of Italian Law no. 241 of 7 August 1990, the person in charge of the procedure is dott. Bruno Soro Tel. 051 2092096 mail bruno.soro@unibo.it.

In accordance with Regulation (EU) 2016/679 and Italian Legislative Decree 196/2003, as amended, personal data provided by the candidates will be processed solely for the purposes of managing the selection procedure. The relative privacy policy is available at the following link:

<https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/personal-data-processing>

Signature of Director
Prof. Riccardo Brizzi