



## **Call for applications to the comparative selection procedure for n. 2 collaboration contracts on the EU funded project ENGAGE. EU R-I**

### **1. Premise**

A comparative selection procedure, based on qualifications and possible interview, approved at the Luiss CE session of 05.07.2023 is organized to assign n. 2 collaboration contracts – according to the National Collective Bargaining Agreement for Collaborators at Private Universities (ACNC) – for supporting research activities related to the project ENGAGE.EU R-I BUILDING ENGAGED RESEARCH AND INNOVATION ECOSYSTEMS (G.A. n. 101035807, CUP I63C21000220006), funded by the EU within the framework of the Horizon 2020 (2014-2020) program (hereinafter "the project").

### **2. Subject of the Contract**

The project reinforces and expands the R&I component of the ENGAGE.EU European University and it aims to lay the foundations for more engaged and more effective research and innovation ecosystems at partner and alliance level, taking a holistic, inter-sectoral and interdisciplinary perspective. The project is focused to undertake the R&I missions in an experimental, agile, more aligned, and more responsive way.

The purpose of this comparative evaluation selection procedure is to select 2 collaborators for supporting the projects' management and research activities, undertaking scientific research (literature searches, compilation of official documents, other data-collection activities, etc.) and providing assistance related to projects goals.

- Position N.1:  
Content Manager: master's degree in law, innovation and sustainability, with experience in carrying out empirical research activities climate and energy justice, with a specific focus on the global south, local and urban ecosystems of innovation for sustainable development
- Position N.2:  
Data / Platform Manager: master's degree in communication, psychology, behavioral economics, with proven interest in emerging technologies and experience in managing CMSs such as WordPress, able to coordinate data entry, social media management and editorial teams

### **3. Location, duration and remuneration**

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Viale Pola 12, 00198 Roma  
T +39 06 85 22 51

[www.luiss.it](http://www.luiss.it)



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Research activities to be carried out will belong to Luiss, under the supervision of the Scientific Coordinator of the project, who will verify correct performance of the contract and the consistency between results achieved and objectives set.

Here below the duration and the remuneration provided for each profile:

-Position N.1:

Duration: from the date of signing the contract to the 31.01.2024

Maximum gross amount depending on the fiscal regime of selected candidate: 4841,75 euro

The amount includes contributions to be paid by the researcher.

-Position N.2:

Duration: from the date of signing the contract to the 31.01.2024

Maximum gross amount depending on the fiscal regime of selected candidate: 4841,75 euro

The amount includes contributions to be paid by the researcher.

The contracts shall conclude, and the associated relationships shall cease on expiry of the term and shall not be tacitly renewable.

Any necessary travel expenses incurred by the selected people for the performance of the appointment during the term of contract will be reimbursed if duly authorised in advance in writing by the Scientific Coordinator and upon submission of appropriate supporting original documentation evidencing the expenses, in compliance with the University's internal regulations, national law and the relevant provisions of the Grant Agreement of reference.

The remuneration will be paid in deferred monthly instalments from projects funds.

#### 4. Admission requirements

Admission to the comparative selection procedure is allowed providing the following requirements, failing which the candidate will be excluded:

- a) master's degree in social science , obtained at an Italian university or similar academic qualification (of at least the same duration) obtained abroad;
- b) excellent knowledge of written and spoken English - indicate in the CV the level held and any certifications;
- c) proven experience working in research activity.

In any case, for admission to the comparative evaluation selection procedure it is necessary that the candidates:

- a) enjoy civil and political rights;
- b) not have a criminal record and not be the addressee of measures concerning the application of preventive measures, civil decisions and administrative measures entered in the criminal records database;
- c) be aware that they are not undergoing criminal proceedings.

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The following requirements will be positively evaluated:

- excellent organisational skills;
- ability to work flexible hours;
- IT skills (Excell, Word, WordPress, Canva);

Candidates in possession of an academic qualification obtained outside Italy attach to the application the useful documents to allow the evaluation of their qualification, in compliance with the legislation in force in Italy and in the country where the title and international treaties or agreements were issued.

This comparative selection procedure is not open to those who, on the date of the deadline for the submission of applications, are related, by blood or marriage up to the fourth degree inclusive, to a professor affiliated with the department or unit responsible for this notice of competition, the Rector, the General Manager or a member of the Board of Directors of the University, pursuant to articles 18(1)(b) and 18(1)(c) of Law No. 240/2010 as amended.

The prescribed requirements must be fulfilled by the deadline set out herein for the submission of applications. In the absence of fulfilment of the prescribed requirements for admission or in the absence of a declaration of their fulfilment, the candidate will be excluded from the procedure. Candidates are admitted conditionally. At any time and by means of a decision stating the reasons therefore, the Administration may exclude a candidate from the procedure for failure to fulfil the prescribed requirements.

## 5. Applications

Applications must be sent through the online form available on the Luiss website at the following link: <https://www.luiss.edu/research/recruiting-calls> without exception, no later than 12pm (CEST, UTC+2) on the tenth day running from the day after the date of publication of this call for applications. If the deadline falls on a public holiday, it will be extended to the first working day thereafter.

The following documentation must be attached to the application:

- a) Curriculum vitae in English;
- b) Copy of a valid identity document;
- c) Master's degree certificate or similar academic qualification obtained abroad;

After the submission of the online application, including attached documents provided, candidates will receive a confirmation message at the e-mail address indicated. In case of non-receipt of the aforementioned e-mail, contact the Research Office (06.8522.5989 - [ricerca@luiss.it](mailto:ricerca@luiss.it)).

Incomplete applications or applications sent and not received by the deadline will not be considered. Luiss declines all responsibility for non-receipt of applications deriving from any causes attributable to third parties, fortuitous events, or force majeure.

Finally, it should be borne in mind that the Administration will check the truthfulness of the content of the declarations in lieu received and that, in addition to forfeiture of any benefits obtained on the basis of untrue declarations, the candidate could well be criminally liable for falsification of documents and making false statements.

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The submission of an application to participate in this comparative selection procedure shall constitute full acceptance of the conditions set out herein.

Candidates with disabilities, within the meaning of article 3 of Law No. 104 of 5 February 1992, may apply in their application for the facilitations provided for in article 20 of the same law (additional time, special aids, etc.), attaching certification relating to the specific disability issued by the competent local medical commission.

## 6. Selection Criteria

The selection will be based on qualifications and a possible interview and carried out by a specially appointed Evaluation Committee.

Admission to the possible interview will be established by the Committee after verification of fulfilment of the admission requirements as deduced from the curriculum and documentation submitted by the candidates.

The overall final score -up to a maximum of 40 points- will be given by the sum of:

- the score achieved for qualifications – 30 points
- the score achieved in the possible interview – 10 points

The minimum score to attain eligibility is 18 points. Commission evaluation is final and unappealable.

## 7. Evaluation Committee

The Evaluation Committee will be appointed after the expiring date of applications submission deadline with a specific Luiss Rector's decree.

The Evaluation Committee shall be composed of:

- the Scientific Coordinator of the project
- a project team component
- an external member
- an internal or external substitute member.

One of the members of the Evaluation Committee will be entrusted with the task of recording secretary.

## 8. Evaluation Outcome

The outcome of the comparative selection procedure and the final ranking are published on the Luiss website at <https://www.luiss.edu/research/recruiting-calls>, as well as the list of candidates called to a possible interview and the timetable and the method/location of the interview. Interviews can be conducted remotely, in person face-to-face at a designated location or electronically through a suitable application.

The Committee compiles a ranking in descending order based on the sum of the scores obtained. The above ranking will remain valid until the end date of the projects for needs directly related to the projects and their implementation. In the event of a tie as regards the scores obtained, the youngest candidate

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shall be afforded precedence. Publication shall be deemed to constitute notification to all intents and purposes.

The winning candidates will be notified at the ordinary e-mail address provided when submitting the application. The position must be accepted within 5 days after date of receipt of the offer, failing which the job offer will be forfeited.

If the winners are foreign candidates, they will have to meet all applicable labour law requirements for foreign nationals at the time of signing the contract. Each contract is individual and indivisible. The contracts shall conclude and the associated relationships shall cease on expiry of the term and shall not be tacitly renewable.

## 9. Publication

This call for application is published, as well as on the Luiss website at <https://www.luiss.edu/research/recruiting-calls>

## 10. Processing of personal data

Personal data provided by candidates will be processed in compliance with Regulation (EU) 2016/679 (hereinafter “GDPR 2016/679”) and Italian Legislative Decree No. 196/2003 as amended.

The data will be collected by Luiss Libera Università Internazionale degli Studi Sociali Guido Carli, with registered office at Viale Pola 12 in Rome, the controller with regard to the data in question, and processed for the purposes of managing this comparative evaluation selection procedure and the awarding of the collaboration contract, if any, for academic research and dissemination of results.

## 11. Disputes

The Courts of Rome shall have exclusive jurisdiction over any disputes that may arise in relation to the interpretation and performance of this call for applications.

## 12. Other rules

For all matters not specifically addressed in this call for applications, reference is to be made to the National Collective Bargaining Agreement for Collaborators at Private Universities (ACNC), the Italian Civil Code and the relevant EU and national laws and regulations in force.

Rome, 06/07/2023

Luiss Guido Carli  
The General Manager  
Giovanni Lo Storto

