



UNIVERSITÀ
DI CAMERINO

Decr. No. 79831 12/11/2021

Subject: Selection procedure for the conferral of 1 (one) ONE-YEAR RESEARCH COLLABORATION GRANT for the School of Architecture and Design – Academic Discipline SPS/08 “Sociology of Cultural and Communication Processes” –NOTICE OF SELECTION PROCEDURE

THE RECTOR

HAVING REGARD TO Law No. 240 of 30 December 2010, in particular Art. 22 containing provisions regarding “Research Grants”;

WITH REFERENCE TO the new Regulation on the Conferral of Research Grants, issued with Rector’s Decree No. 6408 of 07 February 2020;

HAVING REGARD TO Ministerial Decree of 9 March 2011, pursuant to Art. 22 of Law No. 240/2010, which established that the minimum amount to be attributed to the holders of research collaboration grants is € 19,367.00;

HAVING REGARD TO Ministerial Decrees of 26 February 1999 and of 04 May 1999, respectively concerning identification and reclassification of academic disciplines in university studies, subsequently amended by Ministerial Decree of 04 October 2000;

HAVING REGARD TO Presidential Decree No. 445 of 28 December 2000, and subsequent amendments, providing for the so-called “Consolidated Act on legislative and regulatory provisions with reference to administrative documentation”;

HAVING REGARD TO the University of Camerino signing the declaration of commitment to adopt the European Charter for Researchers and of the Code of Conduct for the Recruitment of Researchers, in July 2005;

HAVING REGARD TO Legislative Decree No. 33 of 14 March 2013, as amended by Legislative Decree No. 97 of 25 May 2016, providing for “Reorganisation of the regulation concerning the right of civic access and the obligations of publicity, transparency and dissemination of information by Public Administrations”;

WITH REFERENCE TO the Code of Ethical Conduct of the University of Camerino, issued with Rector’s Decree, No. 16 of 3 February 2015;

WITH REFERENCE TO the Three-Year Plan for Corruption Prevention 2019-2021, pursuant to Art. 1, paragraphs 5 and 60 of Law No. 190/2012, approved by the Board of Governors in its meeting of 30 January 2019;

Administration
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Division of Human Resources, Organisation and Development
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WITH REFERENCE TO Rector's Decree No. 54692 of 17 September 2020, adopting the "Anti-contagion safety protocol for the regulation of measures to contain the spread of Covid-19 in work and study environments at the University of Camerino";

WITH REFERENCE TO the Resolution of the Board of the School of Architecture and Design No. 126 of 14 October 2021, concerning the request for activation of 1 (one) one-year research grant in the Academic Discipline SPS/08 "Sociology of Cultural and Communication Processes";

WITH REFERENCE TO the Resolutions of the Board of Directors and of the Academic Senate of 27 October 2021, approving the activation of the aforementioned research grant;

ASCERTAINED the financial availability of € 23.786,00 (including all the charges for which the Entity is responsible), which shall be borne by the cost centre/project: "Re_Land" – Commitment No. 245/2021/SAAD;

DECREES

Art. 1 Subject

Selection procedure, based only qualifications and an interview, for conferral of 1 (one) one-year research grant for the carrying out of research activities at the School and for the research project indicated below, is now open:

SCHOOL OF ARCHITECTURE AND DESIGN

Academic Discipline: SPS/08 – "Sociology of Cultural and Communication Processes"

Research Area: 14/C2 "Sociology of Cultural and Communication Processes"

Research Project Title: "Interactions with communities with the aim of encouraging a redesign and a revival of locations with community participation".

Research Activity to be carried out: Study of interactions with communities with the aim of encouraging a redesign and a revival of locations with community participations.

The research activity includes the study of the preparation of methods and contents of interviews and questionnaires, and/or of other methods of interaction with the stakeholders of the territories; Listening and community involvement activities and collaboration in the analysis of results; final summary reports following the meetings and interviews produced.

Head of Research Project: Prof. Massimo Sargolini

Duration of the grant: 12 months

Gross annual amount to be paid to the grant recipient: € 19.367,00

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Grant cost centre: ADI402001 – ADI300005

Place of research activity: School of Architecture and Design

Admission requirements and qualifications: Masters' Degree in Communication Sciences (old system or LM-59), or Master's Degree in Architecture (old system or LM-04) or in Urban and Territorial Planning (old system or LM-48), or Master's Degree in Sociology and Social Research (old system or LM-88).

Qualifications valid for evaluation:

Documented experience on the topics of listening to communities and approaching them through specific interviews and audits. In particular, the communication expert must show that he/she, has already carried out experiences of listening and interpreting the requests, needs and wishes of the communities in the processes of social and economic reconstruction and revival.

2nd-level Master's Degree in subjects aimed at investigating post-earthquake disaster revival paths.

Language skills: Good knowledge of the English language.

Preferential criteria: PhD obtained in Italy or abroad in topics related to the research project in question.

General criteria for the evaluation of qualifications: The evaluation of qualifications will concern the adequacy of the curriculum submitted by the candidate in relation to the research activities to be carried out. A PhD will receive a maximum score of 10 points.

Indication of the deadline for submitting the application:

30 days from the date of publication of the Notice of Selection Procedure;

Possible scores to be attributed to qualifications and to the interview: 40 points for qualifications; 60 points for the interview.

Art. 2

Requirements for participation in the selection procedure

The following shall be admitted to the selection procedure for the conferral of research grants: Candidates in possession of a Masters' degree in the Class indicated in Art. 1 of this Notice of Competition, having a scientific-professional curriculum suitable for carrying out the research activity.

A PhD degree, as indicated in Art. 1 of this Notice, is preferential for the conferral of the research grant.



Foreign citizens must be in possession of a degree equivalent to those previously mentioned. Equivalence must be certified by competent authorities.

Research grants are awarded in compliance with the University's Code of Ethics.

Research grants shall not be awarded to permanent staff members at universities, public research and experimentation agencies and institutions, the Italian National Agency for New Technologies, Energy and Sustainable Development (ENEA), the Italian Aerospace Agency (ASI), as well as at the institutions conferring scientific specialisation degrees recognised as equivalent to a PhD degree pursuant to Art. 74, paragraph 4 of Presidential Decree. No. 382 of 11 July 1980.

Candidates excluded from the active political electorate shall not be admitted to the selection procedure.

Pursuant to Art. 18, paragraph 1, letters b) and c) of the Law No. 240/2010 and Art. 1, paragraph 3 of the Regulations, candidates having a degree of kinship or affinity, up to and including the fourth degree, with a Professor working at the School publishing the proposal for the activation of the contract, or with the Rector, Director-General, or a member of the University's Board of Governors, shall not be admitted to the selection procedure.

Foreign citizens must also meet the following requirements:

- a) enjoying full civil and political rights in the Country of origin or provenance;
- b) meeting all the requirements necessary for the Italian citizens, except for the Italian citizenship,
- c) having adequate knowledge of the Italian language.

At any time, and by reasoned decision, the University Administration may order exclusion from the selection procedure due to lack of necessary requirement.

Furthermore, candidates who have already been awarded research grants by any institution, pursuant to Law No. 240/2010, for a period exceeding 6 years when summed up with the duration of this grant, shall not be admitted to this selection procedure. If the grant has been awarded during a PhD programme without a scholarship and up to the legal duration of the course., that period is not counted.

Furthermore, candidates who have held contracts as research fellows or fixed-term researchers, pursuant to Articles 22 and 24 of Law No. 240/2010, with the University of Camerino or any other Italian university, government, non-government or online, or with institutions described in Art. 22, paragraph 22 of Law No. 240/2010, for a period exceeding 12 years, when summed up with the duration of this grant, even if not continuous, shall not be admitted to this selection procedure.



Periods spent on maternity leave or sick leave, according to the current legislation, shall not be taken into account for the purposes of the duration of the aforementioned work relationships.

Art. 3 Application and presentation deadline

The application and the related attachments must be submitted exclusively through the computer application system adopted, available at the link indicated on the webpage on which the Notice of the Selectin Procedure was published.

For the online submission of the application, candidates must have an ordinary e-mail address (not certified e-mail), for the purposes of registering with the system. Registration must be done at the time of first access.

Please note that the e-mail address indicated by the candidate during registration will be used by this Administration for all subsequent communications relating to the selectin procedure in question.

All information needed for the correct completion and submission of the application is available in the “*Guide to completing the online application*”, published on the application form home page.

The application must be submitted exclusively through the online procedure indicated in the Notice, containing the following wording, which differs according to the position announced:

“Selection procedure for one (1) research grant, in the Academic Discipline SPS/08 “Sociology of Cultural and Communication Processes”, for the Architecture and Design – Head of Research Project: Prof. Massimo Sargolini”.

Applications presented in ways other than online will not be considered admissible and therefore will be excluded.

Applications for participation must be sent electronically, under penalty of exclusion, by 1:00 p.m. (Italian time) on the thirtieth day following that of publication of this Notice on the website.

If the deadline of the Notice falls on a Saturday or a public holiday, the deadline will be postponed to the first next working day.

Each candidate can send only one application.

The application and its attachments must be sent in one of the following formats: PDF, JPG, JPEG, PND (maximum size for each attachment 5MB).

Successful application and date of receipt of the application is certified by the computer system by means of a receipt, which will be automatically sent to the e-mail address provided by the candidate during registration.

The computer application system for submitting the application will remain active even on any days when the University is closed.

After the deadline for submitting applications, the system will no longer allow submissions.

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Assistance with the online compilation may be requested by sending a specific support request directly from within the platform and will be suspended starting from the twenty-ninth day from publication of the Notice, and until the deadline for the online compilation and submission of the application.

In the application, candidates must declare, assuming full civil, criminal and administrative responsibility, the following:

- 1) Their last name, name, place and date of birth;
- 2) To have Italian citizenship, or citizenship of one of the Member States of the European Union;
- 3) (In case of Italian citizens) Municipality in which they are registered in the Electoral Register, or the reasons for the non-registration or cancellation from the same;
- 4) To have no criminal convictions, or any pending criminal proceedings;
- 5) The Masters' degree obtained with the date on which the degree was awarded and the University from which it was obtained;
- 6) The PhD degree, if any, the date on which the degree was awarded and the University from which the degree was obtained;
- 7) To hold no other scholarship, fellowship or research grant, and undertaking to renounce them in case of becoming successful candidates in this selection procedure;
- 8) Their residence;
- 9) Citizens of the Member States of the European Union must also declare that they enjoy civil and political rights in the Country of their origin or provenance, or the reasons for the non-enjoyment of the same, and that they have adequate knowledge of the Italian language;
- 10) To have no degree of kinship or affinity, up to and including the fourth degree, with a Professor working at the School publishing the Notice, or with the Rector, Director-General, or a member of the University's Board of Governors; Failure to present this last declaration shall result in the exclusion from the procedure;

Candidates who are citizens of non-EU countries must also declare in the application, assuming full responsibility, their citizenship status.

Candidates with disabilities, pursuant to Law No. 104 of 05 February 1992, in their application must make an explicit request in relation to their disability and regarding the aid necessary for the completion of the interview.

Candidates must attach the following to the application:

- 1) **Curriculum vitae, bearing their signature and the date.** A copy of the curriculum, omitting the personal data (pursuant to Art. 4, paragraph 3 of Legislative Decree No. 33/2013), must also be sent in PDF format to one of the following e-mail addresses: anna.silano@unicam.it or tiziana.paniccia@unicam.it, in order to have it published on the University website;
- 2) **All documents and qualifications deemed relevant for the purposes of the procedure, and a list of the same** (publications, degree thesis, courses, various diplomas, etc.);
- 3) **Photocopy of a valid identification document.**



The University Administration reserves the right to verify the veracity and authenticity of the statements produced.

Candidates are admitted to the selection with reserve (conditional admission).

The Administration may decide at any time, on the basis of its own motivated provision, even after the tests have been carried out, to exclude a candidate from the selection procedure. The exclusion will be communicated to the interested party.

The procedures envisaged for Italian citizens also apply to citizens of the European Union.

Non-EU citizens residing in Italy may use declarations in lieu of certification / affidavit only in the cases when proving personal status, facts and qualifications, certifiable or attestable by public or private Italian entities, pursuant to Article 3, paragraph 2 of Presidential Decree No. 445/2000.

Certificates issued by the competent authorities of foreign Countries must comply with the provisions in force in that Country, and must also be authenticated by the competent Italian consular authorities.

Publications must be presented in the original language; they must be translated into one of the following languages: Italian, French, English, German and Spanish, only if the original language is not one of the above. The translated texts may be presented in typewritten copies together with the text printed in the original language, accompanied by a declaration in lieu of affidavit, which certifies the compliance of the translated text with the original.

Documents, degrees and publications sent to the University after the deadline for submitting applications shall not be taken into consideration.

Art. 4

Selection Committee and selection procedure

The Committee is appointed by Rector's Decree and is made up of the Head of Research Project and two other members, as well as a substitute member, Professors or Researchers, belonging to the academic discipline relating to the project or to the related sector.

If the funds for the disbursement of the grant derive in whole or in part from external funding, a member of the Committee may be an expert, indicated by the funding body, with particular documented competence with respect to the subject of the research program. The external member shall also be subject to the rules of the University's Code of Ethics

The Committee shall be made known by publishing the nomination decree on the University website, together with the individual names of the Committee members and their curricula.

The selection procedure shall be based on the evaluation of qualifications and publications and can may be followed by an interview.

When evaluating the qualifications, the Selection Committee shall consider the doctoral degree or equivalent qualification obtained abroad as a preferential qualification.

When evaluating the qualifications, only publications and specific qualifications relevant to the research activity to be carried out and showing the level of scientific and professional qualification achieved by the candidates will be taken into account.

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The interview will focus on topics related to the research project chosen by the candidate and will be aimed at ascertaining the aptitude for research and the professional capacity required for the performance of the tasks to which the selection procedure refers. During the interview, the knowledge of the foreign language requested in the Notice of Competition may also be verified.

At the end of each meeting, the Committee shall draw up a specific report.

At the end of its work, the Committee shall draft a list of qualified candidates on the basis of the evaluation of qualifications and publications presented by the candidates, and of the interview, if conducted.

With regard to scientific production, the Committee shall also evaluate the degree of creativity and autonomy shown by the candidate.

The schedule and venue of the interview will be published on the University of Camerino website (www.unicam.it/bandi) after the expiry date of this Notice of Competition.

Therefore, the candidates will not receive any communication calling for the interview from the Administration.

To take the interview, candidates must be in possession of a valid identification document.

A candidate's failure to attend the interview shall be considered an explicit manifestation of their willingness to renounce the selection procedure.

Any changes regarding the schedule will be published by means of a notice on the website: www.unicam.it/bandi.

Therefore, the candidates for this selection procedure are required, in any case, to check the University website at the address indicated above in the days preceding the date set for the interview.

In case of renunciation of the successful candidates before the beginning of the activity, or in case of early termination due to unjustified failure to start the research activity, the grants may be conferred to suitable candidates, according to the order of the respective rankings.

The Rector, by Rector's Decree, shall ascertain the regularity of the acts of the selection procedure, consisting of the minutes of each meeting of the Committee, and shall approve the ranking list, which shall be immediately effective.

The results of the selection procedure shall be communicated to the winner of the grant, who will be invited to enter into a private-law contract in which the contractual rights and obligations shall be indicated. This contract does not in any way constitute an employment contract and does not give any right with regard to access to the tenured positions at the University.

No communication shall be sent to any other candidates, who will be able to find out the results of the selection procedure from a Decree approving the procedure acts, published on the University website (www.unicam.it) in the "Selection Procedures" section, and in the UNICAM online notice board (<https://titulus-unicam.cineca.it/albo/>).

Art. 5

Conferral of the research grant

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The conferral of the grant is formalised by deliberation of the Director General.

The grant shall be effective from the first day of the month following the Rector's Decree approving the selection procedure documents, unless there is a subsequent starting date resulting from the programs of the research structure and from agreements between the parties.

The research activity must be continuous. The methods of carrying out the research are governed by the organisational provisions in force at the School.

The grant is normally paid in deferred monthly instalments.

Accident insurance coverage is guaranteed to grant holders, in accordance with current legislation.

Art. 6 Renewal

The research grant, subject to a reasoned request from the Head of Research Project, approved by the School Council, can be renewed in compliance with the maximum limit of 36 months: however, the duration of the renewal can never be less than one year,

Art. 7 Incompatibility, rights and duties

Incompatibility, rights and duties are established in Articles 8 and 9 of the Research Grant Regulations available on the website of the University of Camerino at: <https://www.unicam.it/ateneo/regolamenti-cat>.

Art. 8 Head of the Research Project

Head of the Research Project is a Full Professor or Senior Researcher, under whose guidance and direction the research activities envisaged by the grant are carried out.

Art. 9 Restitution of qualifications and publications

Candidates may request, within six months from the completion of the selection procedure, except in case of ongoing legal disputes, restitution of their academic qualifications and any publications sent to the University of Camerino. They may do it by personally going to the Division of Human Resources, Organisation and Development [Area Persone, Organizzazione e Sviluppo] of the University of Camerino, Via Gentile III da Varano 62032 Camerino (MC), or by drafting a proper request for the restitution of documents.

After the above deadline, the University shall not be in any way held responsible for the aforementioned publications.

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Art. 10

Personal data processing

The personal data transmitted by the candidates within the applications for participation in the selection procedure, pursuant to EU Regulation 2016/679, will be processed exclusively for the purposes of this selection procedure, and of assignment procedures for the grants in question, if any.

Art. 11

Public access to official records

In application of the transparency obligations, pursuant to Legislative Decree No. 33 of 14 March 2013, as amended by Legislative Decree No. 97 of 25 May 2016, **this Notice of the Selection Procedure, the list of candidates with the related curricula, the Decree appointing the Selection Committee, the minutes of the meetings, and the outcome of the aforementioned selection procedure** will be published on the University website, at: <http://www.unicam.it/bandi>. This Notice of Selection Procedure is also published on the UNICAM online notice board (<https://titulus-unicam.cineca.it/albo/>), on the website of the Ministry of University and Research <http://bandi.miur.it>, on the EU website <http://ec.europa.eu/euraxess>, and in other ways that ensure international dissemination.

Art. 12

Note on the application of the legislation regarding the prevention of corruption.

The University of Camerino, pursuant to Law No. 190 of 06 November 2012, containing “Provisions for the prevention and suppression of corruption and illegality in the public administration”, has adopted its three-year plan for the prevention of corruption, which is published on the University website in the transparent Administration section. Any reports relating to anomalies found in the completion of the procedure referred to in this Notice may be sent to the Head of Corruption Prevention, General Manager Mr. Vincenzo Tedesco, to the following e-mail address: direzione.generale@unicam.it, or using the protected reporting procedure, to the following address: <http://www.unicam.it/amministrazionetrasparente/segnalazione-di-condotte-illecite-whistleblowing>

Art. 13

Person in charge of the Procedure

Person in charge of the procedure referred to in this Notice, is Ms. Anna Silano, phone: (+39) 0737.402024 e-mail: anna.silano@unicam.it.



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For any information, please refer to Ms. Tiziana Paniccià Lambertucci, phone: (+39) 0737.402862; e-mail: tiziana.paniccia@unicam.it.

THE RECTOR
Prof. Claudio Pettinari

Administration

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