



Comune di Padova

Settore Servizi Sociali

Via del Carmine, 13 - 35137 Padova

Codice Fiscale 00644060287

Notice of comparative selection for the appointment of the Scientific Committee EMBRACIN Project

1. Presentation of the project.

The “EMBRACIN” project, approved by resolution of the Municipal Council of Padua no. 2019/0765 of 26/11/2019, has been presented by the Municipal Administration, in its capacity as leader of a network of public and private partners of six different countries, to the European Commission in response to the AMIF-2018-AG-INTE announcement of the “Asylum, Migration and Integration Fund” program.

The objectives of the project are: to test a light and flexible organisational model, sustainable and effective, capable of being used at national and European level even in the face of an emerging growth in migration flows. The planned reception scheme is defined as "6+6x6" and envisages: 6 migrants every 5.000 residents up to 6 times, attended to by a group of 6 professionals – doctor, psychologist, operator, cultural mediator, advocate and teacher, who are precisely able to serve a total of six groups of 6 migrants each; to develop a network of local authorities busy creating a European model of asylum seekers founded on the experience successfully launched in Veneto by Prof Calò; to promote awareness actions towards other cities and existing networks that might lead to the establishment of a larger forum for exchanging and sharing practices and knowledge about the experience of integration of young migrants; to prove, through implementation of the “Embracin” model, that an effective transnational approach to widespread integration is possible.

The Municipality of Padua, as hinted at above, is lead partner of the network consisting of additional 9 partners from six different EU countries (Italy, Slovenia, Greece, Cyprus, Spain, and Sweden).

2. Preamble.

The Embracin project envisages the establishment of a Scientific Committee (SC) external to the partnership, made up of 3 experts (one Senior and two Junior) with proven experience and knowledge of the issues dealt with, in order to provide operational support and facilitate a homogeneous approach to, implementation and assessment of the project, with a view to supporting the Steering Committee and the project partners.

The general task of the SC is to ensure the quality, effectiveness and consistency of project activities and results within a single operational framework, and monitor the quality and consistency of the outputs and the scientific outcomes in line with the approach and with European policies. The SC is also tasked with supporting the Steering Committee in monitoring the progress of the project during

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Orario: dal lunedì al venerdì dalle 8:30 alle 12:30 / martedì e giovedì dalle 15:00 alle 17:00

Indirizzo per la corrispondenza cartacea: Ufficio Postale Padova Centro – Casella Postale Aperta 35122 Padova e-mail: servizisociali@comune.padova.it / embracin@comune.padova.it / Pec: servizi.sociali@pec.comune.padova.it

periodic transnational meetings and in the validation of results.

3. Role and powers of the SC.

The Scientific Committee will perform the role of technical-scientific advisor of the project and partnership Steering Committee, all of that in relation to:

1. Checking and monitoring the quality standards laid down for the technical-scientific elaboration of the main project activities and products (positioning, guidelines, operational trial programs).
2. The latest evolutions of European policies and researches in the field of immigration and asylum and the main knowledge and practice references of European institutions (e.g., OECD, FRA, etc.).

The following are the main activities required:

- Orientation, review and formulation of recommendations on the main project results set out hereunder and more extensively described in the Grant Agreement:
 - a) Transferability plan full version;
WP3-D3.6: 3 policy briefs (for partners, network and other policy makers);
WP3-D3.7: Programs/agenda of transnational learning sessions;
WP3-D3.9: Training material (online doc to distribute to the network);
WP3-D3.13: Memorandum of Understanding (in all other national languages);
WP4-D4.6: Full Evaluation report;
WP4-D4.11 Policy Recommendations;
- Participation in no. 6 online meetings within the partnership, lasting approximately 2 hours each;
- Participation in no. 3 transnational meetings, generally on site (online if, due to health emergency, they cannot possibly be held on site): the first simultaneously with experimental pilot actions and intermediate assessment to monitor the progress of the experiment in each area; the second during appraisal of the experiment; the final meeting at the end of the project.
Agenda and times of such meetings will be defined later.

4. Operation of the SC.

The Scientific Committee is an advisory body and, accordingly, it does not take part in project administration or management. At the same time, the Committee is a technical-scientific body required to actively collaborate with the partnership, according to the timeframes and workloads specified by the mandate received.

The Scientific Committee, in putting forward its own recommendations and feedback, shall as much as possible seek a unified positioning of its members and express the results of its activities through a single spokesperson, independently appointed.

5. Mandate and term of the service.

Members of the Scientific Committee are independent and bound to comply with confidentiality rules. They may be replaced at their own request in the event of permanent supervening impossibility to exercise their functions or by unanimous decision of the project Steering Committee.

A further ground for revocation of the mandate consists in a final criminal conviction that entails disqualification from public office.

To perform the service, the stipulated commitment has been set in around 20 business days per

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member throughout the term of the project, ending on 31/12/2022, save for any extension of the project itself.

6. Fees for the mandate.

The amount of the fee, depending on years of experience and level of skills achieved, is equal to:

- EUR 6,000.00, inclusive of all charges for the Senior profile (one member);
- EUR 4,000.00, inclusive of all charges for the Junior profile (two members).

Any board and lodging expenses to be incurred for conferences and meetings on site that are contemplated at national and international level are not included in this mandate. Any expenses will be agreed upon with the contracting party during the project.

The language used for discharging the mandate is English.

7. Requirements.

Those who meet the under-mentioned requirements may submit an application:

- a) Bachelor's degree (old educational system) or post-graduate degree or equivalent title in one of the following disciplines:
 - I. social sciences;
 - II. law;
 - III. political sciences.
- b) One-year experience at least in one or more disciplines related or pertaining to European policies in the field of human rights, immigration and integration;
- c) Level of knowledge of English not lower than B2 (Common European Framework of References for languages).

The applicant must furthermore fulfil one of the following requirements:

- d) At least one-year proven professional experience in the sphere of fundamental rights, in particular, alternatively, in the sectors of social sciences, political sciences or law.
- e) Comparative and transnational work and/or research experience in more than one European country concerning the European practice of fundamental rights and immigration in the sectors of law, social sciences or political sciences, and/or practical implementation of fundamental rights;
- f) At least one-year fieldwork experience and experience in data analysis, technical consultancy or work activities at governmental or non-governmental international organisations;

8. Application for participation – method of presentation.

The interested persons who meet the aforementioned requirements shall submit their applications for membership of the Committee together with the educational and professional curriculum vitae in English, dated and signed by the applicant; a self-drafted affidavit under Articles 46/47 of Presidential Decree No. 445/2000 on the absence of impending reasons from the office of member of the Scientific Committee within the scope of the Embracin project, and the photocopy of a valid identity document.

The original of the application for admission to the selection signed, together with the relevant annexes, under penalty of exclusion, shall have to be received by no later than the peremptory deadline of 01/04/2021 following publication of this notice of selection on the institutional website

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of the Local Authority (www.padovanet.it), which will occur simultaneously with its publication on the website of Embracin project (<https://embracin.eu>) in one of the following ways:

- Certified E-mail: the applicant may send from his or her personal certified email address or from a generic certified email address, to that of the Municipality of Padua - Social Services Sector (servizi.sociali@pec.comune.padova.it), the signed application in PDF format, annexing there to, likewise in PDF format, the curriculum vitae dated and signed and photocopy of the identity document;
- E-mail: the applicant may send from an email address, to that of the Municipality of Padua - Social Services Sector (servizisociali@comune.padova.it), the signed application, annexing thereto the curriculum vitae dated and signed and photocopy of the identity document.

The subject of the application shall have to be clearly set out on the envelope or as subject of the certified email/email in the following manner: "SELECTION FOR APPOINTMENT OF MEMBERS OF THE SCIENTIFIC COMMITTEE – EMBRACIN PROJECT".

Submitting the application in different ways from those indicated above will not be valid. The applicant is furthermore obliged to check confirmation of actual delivery of the certified email by the Municipality of Padua. The Administration is not liable for the dispersion of communications resulting from error by the applicant in the indication of the address or from any misunderstandings attributable to third parties, unforeseeable circumstances or force majeure.

9. Grounds of exclusion from selection and regularisation of application.

The following will result in exclusion from the selection:

a) lack or absolute vagueness of the following elements:

- the educational qualification required under point 7), letter a) ("requirements");
- the work experience required under point 7), letter b) ("requirements");
- the level of knowledge of English not lower than B2 required under point 7), letter c) ("requirements");

b) submission of the application in ways different from the one stipulated by the notice, as set out under the preceding point 8;

c) receipt of the application after expiry of the deadline.

Only omissions or incomplete statements that do not entail exclusion as per the above may be regularised. The irregularities must be removed by the deadline set by the office, failing which the application will be refused, through production of a self-drafted affidavit signed by the interested party in the same manner as the application, certifying fulfilment of the requirement whose existence has been stated erroneously or omitted. If the address to which the notifications relating to the selection in question must be sent is not indicated, the same will be sent to the applicant's personal address; failing that, the applicant will be excluded from the selection. That is so without prejudice to the other requirements demanded by the notice, to be ascertained in the manner therein specified.

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10. Evaluative criteria and choice of experts.

The appointment of experts stems from a comparative analysis of curricula.

When assessing the curricula, account will be taken of the following criteria of preference, listed in order of importance:

- a) professional experience gained in the disciplines referred to under point 7 headed "Requirements", additional to the minimum requirement laid down in point 7 itself;
- b) post-university or equivalent specialisations in social sciences or law or political sciences in the disciplines relating to immigration, human rights, European policies and other issues referred to under point 7;
- c) publications, researches and collaborations with universities, research centres, companies, local institutions, magazines and newspapers on the topic of fundamental rights and immigration.

11. Appraisal and method of appointment.

Applicants will be appraised by the project Steering Committee, which reserves the possibility to interview applicants admitted to the selection and, furthermore, not to confer any mandate in the scenario where no profile proves to be suitable.

12. Ranking.

At the end of the selection, a ranking of deserving applicants will be prepared, valid throughout the project, ending on 31/12/2022, save for any extension of the project itself, which the Municipality of Padua will publish on its institutional website.

The post of Senior profile expert will be filled by the applicant with the most extensive professional experience in the specified subjects and the highest qualification for the mandate.

13. Personal data processing.

All personal data set out in the applications will be processed exclusively for the purposes of managing this procedure and any associated proceedings. The interested parties are bound to provide such data in order to be admitted to the procedure, failing which they will be excluded therefrom. The data processing is carried out in compliance with the principles regulated by Article 5 of Regulation (EU) 679/2016 and the data subject's rights regulated in Chapter III of said Regulation. The data is processed by guaranteeing, in accordance with Article 32 of Regulation (EU) 679/2016, their security through suitable protection measures aimed at reducing the risks of destruction or loss of data, its alteration, unauthorised disclosure or accidental or illegal access.

As regards the personal data processed by the Social Services Sector in order to manage this procedure, in accordance with Articles 13 and 14 Regulation (EU) 679/2016, we inform that: • the data controller is the Municipality of Padua (protocollo.generale@pec.comune.padova.it); • the contact data of the Data Protection Officer is IPSlab Srl (info@ipslab.it); • the Municipality may make use, for the data processing, of third parties (identified as data supervisors) pursuant to a contract or other legal transaction; • the personal data is processed for the institutional purposes assigned to the Municipality, and the processing is necessary to discharge a task of public interest or associated with the exercise of public powers; the offices only acquire the mandatory data to launch and conclude the procedure dealt with in this announcement/notice; • the processing takes place

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both in paper/manual form and with electronic/IT tools; • the processing is carried out in compliance with legal or regulatory provisions to abide by the obligations and the rights therein stipulated as resting on the local entities; • the data relating to the work relationships indicated in this notice will be processed; • no exclusively automated decision-making processes (and thus without human intervention) that entail the adoption of decisions about persons will be adopted; • communication of the data to third parties will be founded on legal or regulatory provisions; • the data is stored for the period stipulated by the legislation in force in the field of storage of data/paper/digital documents of the public administration; • failure to provide the data to the Municipality entails the impossibility of taking part in the competitive procedure; • the data processing is founded on the principles of correctness, lawfulness and transparency, in compliance with its confidentiality; • the data subjects (i.e. the natural persons the personal data relates to) have the right to access the personal data, rectify it, restrict or object to its processing on legitimate and express grounds, and lodge a complaint with the Privacy Authority; • publication of the personal data takes place in the instances and within the limits specified by the legislation in force.

14. Reference and final regulations.

In compliance with the provisions of Article 8 of Law No. 241/1990, we communicate that: • receipt for the application must be deemed notice of commencement of the procedure, and the administration will accordingly send no other notices in addition to what is stipulated by said law; • jurisdictional protection is provided by the Regional Administrative Court of Veneto; • the person in charge of the procedure is Dr. Sara Bertoldo, Head of the Social Services Sector of the Municipality of Padua, lead partner of the project. As regards whatever is not expressly regulated, reference should be made to Presidential Decree No. 487/1994, Presidential Decree No. 445/2000, Legislative Decree No. 165/2001, and the Regulation in force on staff recruitment procedures. The Municipality of Padua reserves the right to revoke, suspend, amend or extend the selection on public interest grounds.

15. Access to documents.

In accordance with Law No. 241/90 as subsequently amended and supplemented, we hereby specify that access to the documents is guaranteed by Mrs Federica Dell'Amico, Operational Program Tenders and Projects Unit-Social Services Sector of the Municipality of Padua, e-mail: servizisociali@comune.padova.it