

TENURE TRACK IMPLEMENTATION PROCEDURE

REV E DATA	DRAFTING	CHECK	APPROVAL	EDITING WITH RESPECT TO PREVIOUS VERSION
Rev. 03 del 08/04/2025	Servizio People Innovation for Research	A1	Responsabile del Servizio People Innovation for Research with Resolution no. 06/2025 of 08/04/2025	Introduction's integration, style update and text distribution for process's phases, Tenure Track selection and monitoring process integration with Talent Development Program.
Rev. 02 del 16/10/2020	Servizio Risorse Umane	A1	Responsabile del Servizio Risorse Umane with Resolution no. 10/2020 of 16/10/2020	Introduction's integration, Infographics' deletion, Art. 2's updating and provision of call for internal candidates, Art. 3's integration.
Rev. 01 del 15/10/2018	Servizio Risorse Umane	A1	Responsabile del Servizio Risorse Umane with Resolution no. 06/2018 of 15/10/2018	Introduction's simplification, Art. 2.1's update.
Rev. 00 del 13/10/2017	Servizio Risorse Umane	RSU, A1	Responsabile del Servizio Risorse Umane with Resolution no. 07/2017 of 13/10/2017	Newly adopted.

This document provides the details **for the implementation procedures of the Tenure Track Positions Regulations** approved by the Foundation's Board of Directors on July 24, 2017 as amended on October 5, 2018, on October 2, 2020, and on February 7, 2025.

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0. INTRODUCTION

Fondazione Bruno Kessler pursues the objective of attracting and retaining young talent for scientific research and innovation of excellence at national and international level through a strategy structured on three interconnected dimensions: PhD Program, Talent Development Program and Tenure Track Positions Plan. While the first two programs focus on advanced training and innovation through personalized experiential and entrepreneurial paths, the Tenure Track Positions Regulation is aimed at granting a permanent position to particularly deserving researchers, technologists, and innovators.

The tenure track can be accessed starting from a **public selection call**, from an **internal selection call** or - in the case of recipients of grants from the European Research Council or international grants of equal prestige - by virtue of **direct hire**. The Foundation does not rule out the possibility of launching calls for tenure tracks reserved for doctoral students.

1. PROCESS STARTUP

The selection and recruitment process for tenure tracks and direct call cases, shall be based on the strategic planning of the Foundation (Staffing Plan and POE Planning) and initiated at the request of the Governance or Directors.

The process can include an open public call or a public call reserved for internal profiles.

The People Innovation for Research Service, in agreement with the Scientific Management, shall prepare the text of the public selection call. The public call shall contain the description of the tenured position sought, the requirements and the related supporting documentation, the terms and conditions of the contract relating to the tenure process and those of the tenured position.

The Foundation's Governance may offer Tenure Track positions to scientific personnel from outside or within the Foundation who hold an ERC (European Research Council) Grant or international Grants of equal prestige.

2. PUBLICATION OF THE CALL

The People Innovation for Research Service, in agreement with the Scientific Management, shall proceed with the publication of the call, which must remain published for at least 21 consecutive days.

The selection process must take place in compliance with the constitutional principles of publicity, transparency and impartiality.

The call may provide for the search of one or more profiles; in relation to the job description, a specific dissemination plan shall be defined and implemented, which includes publication in scientific journals and international search engines.

To ensure the traceability of the entire recruitment process, applications will be entered into a specific software system.

Those who have the requirements may submit their application for the public calls for tenure track positions. Non-tenured staff of the Foundation can apply.

3. APPOINTMENT OF THE "AD HOC" COMMITTEE

When appointing the "ad hoc" Committee, the Secretary General's Office may, due to effectiveness reasons, appoint the Director of the Center concerned and the Heads of Research Assessment, of the People Innovation for Research Service and of the Research Enhancement special purpose arm.

The second Director of the Centre as well as the external expert member of the Foundation recognized in the technical-scientific and disciplinary domains related to the call are instead appointed based on the candidate. The external expert member is identified from a special roster maintained and updated by the People Innovation for Research Service, which also ensures publicity.

The above offices are free of charge except for the external expert.

For the purpose of compliance with evaluative transparency and gender equality, the Tenure Track Commission is supplemented with an expert member from the gender that is not represented.

4. ESTABLISHMENT OF THE "AD HOC" COMMITTEE AND SCREENING OF CANDIDACIES

The People Innovation for Research Service shall set up the Committee and, having ascertained that there are no situations that could lead to a conflict of interest in accordance with Article 6 of the FBK Code of Conduct, shall start the evaluation work. The Service shall ascertain the conformity of the applications received with the requirements of the call, and share with the Committee the documentation sent by candidates as well as the grid containing the evaluation criteria. The Committee shall assign maximum scores (weights) to each evaluation criterion, and define the threshold for access to the shortlist for interviews. The Committee shall then proceed with the collective evaluation of the applications based on the documentation received.

Once the first evaluation phase is closed, the People Innovation for Research Service shall convene for interview the shortlisted candidates who are deemed to be in line with the position.

The Committee may be provided with evidence from the Talent Development Program and/or PhD Program regarding the scientific assessment and potential, where existing.

In the absence of evidence, in compliance with privacy regulations, short-listed candidates will be offered an assessment as set up for Talent Development Program pathways aimed at assessing distinctive skills for the career path. Following the interviews, the Committee will identify the best profile and any other suitable profiles, based on a comparative assessment and also in consideration of the best alignment with the Foundation's needs. The eligibility list will be valid until the tenure position has been filled.

The Committee shall define the Tenure track with related KPI's for the position winner as described in Section 5 of this Procedure.

In the case of a proven profile of scientific/technological excellence, the Committee has also the power to proceed with immediate awarding of a permanent contract, defining only an individual growth plan.

Finally, the People Innovation for Research Service shall draw up a selection report containing the assessments of the candidates.

In the event that no applications are deemed suitable, the call may be redefined and then published again.

5. PROPOSED TENURE TRACK AND KPIS

In accordance with the terms of the Foundation's Collective Agreement and the Committee's provisions, the People Innovation for Research Service announces the successful outcome of the selection process and the appointment of the successful candidate to the Tenure position.

If the Tenure position is declined, the People Innovation for Research Service, based on the recommendation of the "ad hoc" Committee, may proceed with offering the Tenure position to the next eligible candidate on the list.

Upon acceptance of the position, the People Innovation for Research Service shall provide public evidence of the outcome of the selection process and communicate it to the non-winning candidates.

On the basis of the evidence gathered and the selection process, the "ad hoc" committee shall define the key performance indicators (KPI) both technical-scientific and soft skills-related, the individual development plan, the duration, which will be at least one year except in cases of exceptional scientific merit and alignment with the position sought, and the compensation for the tenure track. It shall then meet the position winner. In this phase, information from the Talent Development Program and/or PhD Program can be integrated.

All aspects of Tenure will be formally retrieved in the Tenure Track contract or, for PhDs, in the commitment to hire.

If necessary or appropriate, for the purposes of monitoring and evaluating the tenure track, the Committee can avail itself of experts in the areas related to the key performance indicators associated with the Tenure Track and the contribution of the immediate Supervisor.

6. PROGRESS AND FINAL REVIEW

The tenure track will be activated upon acceptance of the contract proposal.

The tenure track course shall comply with the principles of the European Charter of Researchers and the Talent Development Program.

The "ad hoc" Committee shall monitor the tenure track and evaluate it with a final review. If the duration of the track is longer than one year, the Committee may carry out one or more progress reviews.

In the progress and/or final review(s), the Committee shall be provided with updates regarding the scientific/technological assessment, the related KPIs and the experiential training and professional growth program. At the end of each review, the Committee shall evaluate the KPIs and provide its feedback, including through in a meeting.

The "ad hoc" Committee has the right to shorten the length of the tenure track in case the candidate shows a particular profile of scientific/technological excellence.

The entire tenure track shall be documented, including through the appropriate management system.

In the case of events requiring leave of absence, the Committee, together with the worker concerned, will prepare the best solutions in terms of the evaluation process.

It may also include opportunities for discussion open both to Fondazione Bruno Kessler's scientific community and to all its stakeholders.

The Foundation commits to taking appropriate outplacement measures if the outcome of the tenure track process is negative.