
Guidelines for the Selection of Directors

*Directors of Research and Innovation in the following domains:
Cyber Security; Digital Society, Health & Wellbeing; Digital
Industry; Sustainable Energy.*

The following guidelines are provided to assist you in your application. Please read them carefully before starting.

The guidelines are based on the official document regarding the policy for selection processes for employees and on the decision of the Board of Directors at the meeting of 22 May 2020.

Online application

The job announcement for the position of Directors is published on the FBK website at <https://jobs.fbk.eu/> and in other specific international recruitment channels, including scientific periodicals.

On the website, the job position is linked to an online application form, enabling direct application for the position. Applications are only accepted if submitted through the online platform within 31 July 2020 (12 p.m. GMT+2).

Items marked with an asterisk in the online application form are mandatory fields and the information must be entered in order to submit your application. In order to satisfy the specific application criteria, please ensure that adequate details are provided in your CV together with all the necessary documentation.

Provided that it is based on adequate evidence, applications to more than one center by the same candidate are allowed by selecting the domains of interest listed in the application form.

Applications must include the following attachments in English (.pdf format):

- a. Written proposal in which the described bases and objectives (as specified in the article 2 “ground assumptions” and article 3 “objectives” of the call) of the new operating method are outlined as the candidate sees them over a 3-year and a 6-year time-frame (five pages at most)
- b. *Curriculum Vitae* complete with a list of:
 - i. relevant publications and/or other R&D products of any description;
 - ii. the candidate’s scientific and managerial experience;
 - iii. relational network in the relevant community.

Up to the closing moment for application submission, candidates may arrange a clarificatory meeting at the Foundation upon applying to the Human Resources Department and the Research Assessment Unit.

Selection process

Applications conforming to requirements will be assessed by the Evaluating Commission appointed by the Foundation's Board of Administration.

The Commission will comprise 2 experts of proven scientific and/or managerial experience, as well as the President, one Board Member, one member of the Scientific Committee and the General Secretary of the Foundation.

In order to comply with our gender equality policy, the Evaluation Commission should ensure the presence of representatives of both genders.

The Commission's assessment will take the form of separate scores for:

- the written proposal
- publications and/or R&D products or similar
- scientific and/or management posts previously held
- relational networks in relevant communities.

After examining the various assessment scores, the Commission will set up interviews with the shortlisted candidates.

Those called to interview will also be assessed for management skills and leadership.

If necessary the Commission may meet remotely by means of teleconference or videoconference. If necessary candidates may attend interviews by means of videoconference.

The Foundation reserves the option to refund any travel costs incurred in order to attend the interviews.

The final breakdown of assessment scores and a report on the procedure will be submitted to the Board of Administration, which will make the final decision.

The start date of the contract will be mutually agreed with the selected candidates.

In compliance with the principle of institutional transparency, the name of the selected candidate will be published on the FBK website. Pursuant to Legislative Decree No. 39 of 8 April, 2013, the effectiveness of the appointment will be subject to verification of the inexistence of grounds for non-appointment and incompatibility. Pursuant to Legislative Decree No. 33 of 14 March, 2013, all the information related to the appointment will be published on the Amministrazione Trasparente section of the FBK website.

Indicative schedule for the selection process

1. From 16 June 2020 to 31 July 2020, application collection;
2. 31 July 2020, application deadline, and appointment of the Committee;
3. Within November 2020 the Evaluation Commission will submit to the Board of Administration the final evaluation scores and a report on the procedure;
4. The Board of Administration will select the successful candidate within/before December 2020.

Equal opportunities policy

No job applicants or employees will receive less favorable treatment on the grounds of sex, marital status, gender reassignment, race, color, nationality, ethnic origin, disability, religion or beliefs, political views, sexual orientation, pregnancy or childbirth, membership of trade unions, part-time work status, or age.

To request information, a preliminary interview or if you need technical support with your application, please contact the following e-mail address: selezione@fbk.eu