



To the Managers of the Territorial Offices  
of the Regional School Office for Emilia-  
Romagna

To the Technical Managers

To the Heads of School Institutions  
of Emilia-Romagna

To the teaching staff of Emilia-Romagna  
School Institutions

To the administrative staff of the Emilia-  
Romagna School Institutions

To the universities of Emilia-Romagna

To the website - Scuola per l'Europa di  
Parma

**SUBJECT: Notice for the submission of applications for aspiring presidents, commissioners and aggregate members of selection committees - SCUOLA PER L'EUROPA di PARMA selection procedures**

Pursuant to Article 23 of D.I. 138/2010, competition procedures were launched for the selection of teaching and non-teaching staff of the Scuola per l'Europa di Parma.

To date, the procedures for the selection of ATA staff and of English and French mother-tongue teachers for the nursery and primary cycles have been launched. The remaining procedures pertaining mainly to the secondary cycle will follow by the school year 2022/23.

These procedures provide for an interview of an indicative duration of 30 (thirty) minutes aimed at ascertaining a high level of professionalism characterised by knowledge of the contents, procedures, and regulatory provisions as well as possession of the skills relating to the professional profile required in the mother tongue Italian and/or other than Italian, depending on the post made available and the different profile.

Article 8 of the "Regulations for selection procedures of teaching and non-teaching staff" of the Scuola per l'Europa di Parma, drawn up in compliance with D.I.138/2010, establishes the composition and duties of the Selection Boards. It defines that each Commission is chaired by a school manager/administrative manager/university lecturer and made up of two members chosen among teachers, officials, inspectors, psychologists and DSGAs who are experts in the subjects of the interview. Within the Commission, one of the members other than the Chairman will assume the role of secretary.

Boards may be supplemented with additional members for the purpose of ascertaining the linguistic suitability of candidates.

The Commission has the specific task of ensuring the regularity of the procedures and drawing up the provisional and final rankings.

Commission members are entitled to remuneration corresponding to that provided by the Ministry of Education in the most recent competition for the relevant profiles and reimbursement of expenses for transport, board and lodging.

Please note, for all usefulness, that on the School's institutional website [www.scuolaperleuropa.eu](http://www.scuolaperleuropa.eu) you can consult the aforementioned Regulations and the competition notices published to date at the following link [reclutamento-recruitment-recrutement](#)

## **OPENING OF THE DEADLINE FOR SUBMITTING APPLICATIONS AND REQUIREMENTS**

In light of the above, it is necessary for this School to open the deadlines for the submission of applications for candidates for the roles of chairpersons, commissioners and aggregate members of selection boards.

Aspiring chairpersons, commissioners and aggregate members of the English, French, German, Spanish, Portuguese, Greek, Dutch and Italian as L2 languages must belong to the following categories

### **PRESIDENT**

- University professors
- Technical managers

- Administrative managers
- School managers

### COMMISSIONER

- Technical managers;
- Directors of General and Administrative Services of state educational institutions confirmed in office, with at least five years' seniority in the role;
- Teachers from state, European and/or international educational institutions with documented qualifications or experience in the field of competence-based teaching and assessment and the use of digital technologies in teaching;
- Registered psychologists with documented experience in multicultural issues.

### AGGREGATE MEMBER

- Native speakers and/or with documented qualifications for teaching the relevant language, which must be known at a C2 level in the case of non-native speakers.

For Presidents and Commissioners, a documented knowledge of one of the vehicular languages of the European Schools system (English, French, German) will be an advantage; preference will be given to aspiring Presidents and Commissioners with the highest documented language level according to the Common European Framework of Reference for Languages (CEFR).

For aggregate members, preference will be given to native speakers<sup>1</sup>.

The following are the conditions of impediment for the office of president and member of the Commission:

- having been convicted of a criminal offence or having pending criminal proceedings for which criminal proceedings have been instituted;
- having pending disciplinary proceedings;
- having incurred disciplinary sanctions and not having been rehabilitated.

In addition, Commission chairmen and members:

- may not be a member of the Administration's political management body, hold political office and be a trade union representative, including in the Unitary Trade Union Representatives, or be designated by confederations and trade unions or professional associations, nor having been so in the year preceding the date of the call for applications;

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<sup>1</sup> Mother tongue: personnel who have been educated, at least until the end of secondary school, in the country or countries where the language in question is an official language.

- must not be relatives or relatives-in-law up to the fourth degree of kinship of a competitor;
- must not have been dismissed or dismissed from their employment for disciplinary reasons, for reasons of health or for disqualification from employment however determined;
- must not be serving abroad on the date of the interviews.

It should also be noted that - pursuant to Article 9 of Presidential Decree 487/1994 - at least one third of the posts of members of competition committees will be reserved for women, unless there is a reasoned inability to do so.

## **HOW TO SUBMIT APPLICATIONS and APPOINTMENT OF MEMBERS**

Applications from aspiring chairpersons, commissioners and aggregate members of selection boards may be forwarded to the Scuola per l'Europa di Parma - **using only the single application form for chairpersons, commissioners and aggregate members) attached hereto** - at the e-mail address [segreteria@scuolaperleuropa.eu](mailto:segreteria@scuolaperleuropa.eu).

The subject of the communications must be 'Application to participate in the Selection Board'. The aforementioned applications, dated and signed by the interested parties, must be accompanied by a *curriculum vitae*, also dated and signed, and a scan of a valid identity document. The applications and their annexes must be scanned in pdf format.

Applications must be submitted no later than 24 June 2022, 23.59 hours.

## **VALIDITY of the LISTS**

The lists formed following this notice will be valid for two years.

The Director  
Scuola per l'Europa di Parma

Roberta Fantinato

*Autograph signature replaced by a print pursuant to and for the purposes of Article 3(2) of Legislative Decree No. 39/93*