



Project “Digital and international arts through augmented reality and research for young students (artists) – D.I.A.R.Y.” CUP *[project's single code]* H81B24000090006 - Decree of Approval no. 156 of 13/05/2024

**M4C1- Investment line 3.4, “Teaching and advanced university skills”, sub-investment T5 “Strategic partnerships/initiatives to innovate the international scope of the AFAM [Higher Artistic and Musical Education Institutions] system” of the NRRP - National Recovery and Resilience Plan funded by the European Union – NextGenerationEU - Project D.I.A.R.Y. INTAFAM00061 – CUP *[project's single code]* H81B24000090006**

***CALL FOR EXPRESSION OF INTEREST WITH REGARD TO SHORTLISTING A NUMBER OF PROFESSIONALS WHO MAY BE ENTRUSTED WITH ASSIGNMENTS AS EXPERT LECTURERS IN THE SCOPE OF EUROPEAN UNION-FUNDED OR CO-FUNDED PROJECTS***

## THE DIRECTOR

NOTIFIES THAT

- The Conservatory is the beneficiary of NRRP funding as a partner in the project INTAFAM-00061 “Digital and International Arts through Augmented reality and Research for young students (artists) – D.I.A.R.Y. (hereinafter referred to as D.I.A.R.Y.) led by the Academy of Fine Arts of Lecce and funded by NRRP funds (CUP *[project's single code]* H81B24000090006);
- With resolution of 25 February 2025, the Academic Council decided to avail of the public notice and the call for expression of interest as means to reach out for high-qualified exponents of the various compositional, interpretive and conducting disciplines in Italy and abroad, who can best implement the various musical stages (teaching and production);
- A notice of the call for expression of interest shall be published with the aim of shortlisting a number of professionals experienced in the field of artistic and musical education, production and research, for the areas as outlined hereinafter.

## Art. 1 – SUBJECT OF THE NOTICE

1. The Conservatory intends to shortlist a number of experienced professionals who may be immediately entrusted with artistic, educational and research collaborative assignments under this NRRP-funded project.
2. In particular, teachers are required to perform the following tasks:
  - 1) Role of **EXPERT LECTURER and CONOSSEUR OF THE WORLD OF WORK IN THE ARTISTIC SECTOR**, with specific reference to the international sphere.



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- Depending on their specialization, these experts are required to deliver the following tasks:
  - Keynote speech during the lecture on ‘Job Placement’ that will be held at the Conservatory Cimarosa on 23<sup>rd</sup> March 2026;
  - Workshop activities on how to create a curriculum vitae (self-management) that highlights the experiences gained in the artistic field;
  - Question time involving the students, with a focus on job search and recruiting calls for musicians (job posting and international projects and funding).
- 3. The shortlisting procedure referred to in this call for expression of interest shall not be intended as competitive and does not envisage rankings, scoring and/or any classifications according to merit.
- 4. Being shortlisted does not imply that the professional is to be assigned a contract by the Conservatory.

## Art. 2 - PURPOSE OF SELECTION

1. The specific purpose of this short list shall be to identify a number of experts who shall carry out assignments that may be needed for the purpose of showcasing projects directly funded or co-funded by the European Union.
2. The experts shall have proven experience in the field and shall have carried out activities of research, studying and/or professional experience according to their specialization, documented by publications, concerts, installations and/or restorations of instruments, works and/or edifices expressly related to the tradition of sacred music, including the edition of its sources, even when unpublished and falling under more theoretical and/or historical-cultural and cultural scope.

## Art. 3 - ELIGIBILITY REQUIREMENTS

1. Under penalty of exclusion, only Italian nationals or nationals of one of the European Union Member States who meet the following requirements at the date when submitting the application, are entitled to apply for this call for expression of interest:



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- being an Italian citizen or a citizen of another (EU or non-EU) country;
- being registered on the electoral roll of the town/city of residence;
- enjoying civil and political rights under the law of the country of belonging or of origin;
- non-existence of adverse causes referred to in art. 80 of Legislative Decree no. 50 of 2016 and/or incompatibility as provided by law concerning the personnel and the Public Administration;
- non-existence of the grounds of sentencing in accordance with art. 444 of the Italian criminal procedure code for any offence affecting professional morality;
- non-existence of past convictions and ongoing criminal proceedings preventing the establishment of a professional relationship with the Public Administration under the provisions in force;
- non-existence of measures that constitute a valid reason for termination of employment in a public administration following disciplinary proceedings; of dispensation on grounds of persistent or insufficient performance in a public administration, of forfeiture or dismissal from another public administration employment for having being assigned the role on the basis of the production of false documents or documents that are vitiated by invalidity which cannot be remedied, or for any other cause under the legislation in force;
- proven artistic, musical and educational experience in artistic roles outlined in the following:
  - an updated curriculum vitae clearly describing the overall experience gained, with a focus on the experiences in teaching and production conducted abroad.

2. Applicants shall declare to be responsible for the data and the information provided and the criminal consequences of making false or misleading statements.

#### **Art. 4 - APPLICATION FOR REGISTRATION**

1. The interested applicants may submit the application for registration in the short list by submitting annex A) signed
2. The following documents, all signed, shall be attached to the application for registration:
  - a) a detailed curriculum vitae clearly describing the requirements as of article 3 of this call for expression of interest;
  - b) a copy of a valid identity document.



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3. The documentation relating to the application for registration can be downloaded from the Conservatory’s website, and shall be sent to the Conservatory – Ufficio Protocollo – exclusively via the Conservatory’s certified email (PEC) at [consavellino@pec.it](mailto:consavellino@pec.it)
4. Foreign applicants and those residing outside the Italian territory who do not have a certified email (PEC), shall send the required documentation to the Conservatory’s email – Ufficio Protocollo [protocollo@conservatoriocimarosa.org](mailto:protocollo@conservatoriocimarosa.org)
5. Applying for this call for expression of interest is always permitted, with no deadlines, without prejudice to the periodic updates in accordance with the procedures laid down in the following Article 7.
6. The subject line of the certified email shall include the following:

‘EXPRESSION OF INTEREST WITH REGARD TO SHORTLISTING A NUMBER OF PROFESSIONALS WHO MAY BE ENTRUSTED WITH ASSIGNMENTS AS EXPERT LECTURERS IN THE SCOPE OF EUROPEAN UNION-FUNDED OR CO-FUNDED PROJECTS.’

All documents shall be signed by the applicant and sent in attachment via email as a compatible PDF file.

7. The application is intended solely to express the applicant’s willingness to be put on the short list and to accept the conditions set out in this call for expression of interest. Applications, which do not comply with the indications as in this call for expression of interest, which are incomplete or are not signed by the person concerned, will not be taken into consideration.
8. The Administration Department reserves the right to ask for adjustments and/or clarifications to the application and/or to the submitted documentation. In the request for additional documentation, the Administration Department will indicate by when and how it shall be forwarded. Failure to do so will result in the applicant not being put on the short list.

## Art. 5 - VALIDATION OF APPLICATIONS

1. Applications will be validated by a committee who is composed of members belonging to the Conservatory, chaired by the Director, and appointed by the latter.
2. Eligible applicants will be put on the short list under the corresponding section.
3. The Conservatory reserves the right to verify the truthfulness of the information provided and to request further supporting documents.



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## Art. 6 – ESTABLISHMENT AND USE OF THE SHORT LIST

1. Being shortlisted does not imply any right to be assigned a contract by the Conservatory.
2. The shortlist will function in accordance with the provisions of the town council regulations and the regulatory provisions on entrusting professionals with assignments in the scope of European Union-funded or co-funded programmes and projects.

## Art. 7 – VALIDITY OF THE SHORT LIST

1. The short list is approved one first time and shall include the list of eligible applicants whose applications have been received within 10 days from the publication of this call for expression of interest, even in the event only one eligible application has been received.
2. The short list is subsequently updated every six months. Every eligible applicant shall submit a first application for registration in the short list.
3. The shortlisted applicants may subsequently submit additional documents to the first application according to any relevant professional experience pursued. After two years, they shall submit a request to confirm their willingness to remain shortlisted.

## Art. 8 – CONFERRAL OF ASSIGNMENTS

1. The assignments will be conferred by specific written intent of the Director to the applicants who have been shortlisted, whose professional experience and skills are judged to be the most relevant to the specific activity planning needs required each time, and evaluated according to the curricula and the previous experiences and/or activities already pursued in the reference field of activity.
2. The assignments will be conferred after ascertaining that there are no potential causes of incompatibility/conflicts involving the applicant, in compliance with the principles of non-discrimination, equal treatment, proportionality and transparency, the principle of equal opportunities for men and women, and with the provisions laid down in the legislation on teaching and collaborative assignments in the Public Administration.

## Art. 9 – GROUNDS FOR EXCLUSION

1. The following shall cause automatic exclusion from and/or termination of the short list:
  - applications failing to meet the requirements as of this call for expression of interest;



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- applications for which discrepancies are ascertained between what the applicant declared at the time of submitting the expression of interest and what the Administration otherwise verifies;
- breach of confidentiality and the rules of secrecy as regards facts, information, or other matters which the applicants will be communicated about and/or become aware of in the performance of the assignment/task entrusted or in any other way;
- in case of ascertained non-fulfilment of the obligations to the Conservatory.

2. In the event of loss of the requirements as set out in this call for expression of interest after submitting the application or after initiating any collaboration, the parties concerned shall immediately notify the Administration Department thereof.

## **Art. 10 – PUBLICITY**

1. This call for expression of interest shall be disseminated via the following:
  - the online notice board of the Conservatory;
  - the Conservatory's website;
  - specialized and sector-specific sites.
2. The established short list will be disseminated via the same publicity channels.

## **Art. 11 – PERSON IN CHARGE OF THE PROCEDURE**

1. In accordance with Law 241 of 1990 and subsequent amendments and integrations, the Administrative Director of the Conservatory is identified as the person in charge of the procedure.

## **Art. 12 – PROCESSING OF PERSONAL DATA**

1. Pursuant to legislative decree 196 of 2003 and subsequent amendments and integrations, applicants are informed that the processing of the personal data provided by them when submitting their application as of this call for expression of interest solely aims at establishing a short list. For any subsequent professional assignment, the processing of personal data will be rendered necessary to pursue the aforementioned purposes, with methods and means that



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are suitable to ensure security and confidentiality of the applicants. The data may be communicated or brought to the attention of:

- the employees of the Service in charge of the procedure or otherwise involved in the area for official purposes;
- all persons entitled under Law 241 of 1990 and subsequent amendments and integrations;
- persons to whom communications and publicity are addressed as required by the legislation concerning the provision of services. The data and documents will be issued to the bodies of the Judicial Authority who require them in the cases provided for by law.

### Art. 13 – FINAL PROVISIONS

1. For anything not expressly provided for in this call for expression of interest, reference is made to the national legislation, the regulatory and contractual provisions, the Bylaws, and the regulations of the Conservatory.
2. The Administration Department reserves the right to amend or revoke this procedure by reasoned act at any time.

The Director

*Maestro Maria Gabriella della Sala*