

**Comparative selection for the appointment of n.1 external expert in the field of training, in the framework of VISIBLE Project (Lifelong Learning Programme – Leonardo da Vinci – Development of Innovation).**

SVIM – Sviluppo Marche S.p.A, in the framework of V.I.S.I.B.L.E. project, “*Validation Issues Induct a Basis for Learning Evaluation*” funded by Education, Audiovisual & Culture Executive Agency in 2007, calls a comparative selection for the appointment of n.1 external expert in the field of training.

The required professional profile and the selection procedure are after –specified.

**Activities requested in the Programme framework**

**WP1 – Project management and reporting**

- Participation to the third project meeting (Paris March/April 2009)
- Participation to the Final project meeting (Brussels November 2009)

**WP2 –Identification of the “Transparent Pedagogical Framework”**

- Support to the assessment of the second round of Case History (direct contacts with the partners by e-mail and blog)

**WP3 – Elaboration of the Validation Methodology**

- Supervision of the elaboration of the validation process made by Eclo
- Supervision of the elaboration of the different screenplays made by Eclo
- Support to Eclo and Naal for the management of the second experimentation of the validation methodology

**WP4 – Evaluation and quality Plan**

- Support to the monitoring of the project activities and results by means of specific indicators

**WP5 – Dissemination**

- Support to the elaboration of the website and project material (leaflet, press release) contents

**WP6 – Exploitation**

- n. 2 meetings with VET local actors
- Support to the elaboration of the newsletter contents
- Supervision and support to the drafting of the “Visible guide” made by Eclo
- Supervision of the elaboration of the “Visible game” made by Naal
- Participation to n. 2 local Theatres (Ogliastro e Slovakia)
- 3 months of Technical Assistance at the end of the project supplied to the local stakeholders interested in replicate the training in their organization

**General Activities:**

- Coordination of the training group
- Coordination of the training activities among the partners by e-mail and blog

- Training in SVIM
- Technical Assistance to all Project partners in their training activities

### **Duration and terms of payment**

The assignment will start at the end of this procedure, and its maximum duration will be 10 (ten) months.

The remuneration for the assignment, from € 10.000,00 to € 15.000,00, including VAT and any other costs, will be defined on the basis of the specific contents of the above mentioned tasks and fixed at the signature of the contract.

### **Elegibility criteria**

Evidence of the technical and professional capacity

#### **1) Degree;**

not compulsory:

- Ph.D and master's degree
- updating course (documented).

#### **2) Professional experience**

- a) at least 5 years, even not consecutive, in the following field:
  - training activity (documented by job contract);
- b) experience in the coordination of working group, in English, in the field of training;
- c) carry out a similar role in an European or International project;
- d) coordination of a working group in training experimentation activity.

The tenderer must have:

- Excellent knowledge of English and Italian (written and spoken);
- Excellent organizational skills;
- Competence to operate in International contexts.

### **General terms and conditions for the submission of the tender**

Tenders must be submitted electronically online, sending the Curriculum vitae, on the web site [www.svimspa.it](http://www.svimspa.it), in the section “Job Opportunities”, by **26/01/2009** at the latest.

Tenders which do not respect the means of sending and the date of submission will not be considered by the Evaluation Committee.

### **Selection of the tenders**

All tenders will be examined by an Evaluation Committee which will consider the eligibility and selection criteria set out in this document. The Evaluation Committee compares the quality of the professional competences described in the curriculum, with the professional profile requested from the tender.

The Evaluation Committee is composed by the General Director of SVIM and n.2 experts in the field of the project.

### **Assessment and award of the contract**

The general assessment criteria will be defined by the Evaluation Committee in an evaluation grid for identifying the curriculum vitae more in keeping with the requested professional needs.

If a deeper analysis of the Curricula will be needed to allow the comparative assessment, the Evaluation Committee will fix assessment interviews.

The Evaluation Committee, within 15 days from the deadline, will communicate the curriculum selected.

All the tenderes will be informed on the result of the selection by e-mail.

If the selected tenderer renounces to the assignment, the Evaluation Committee will appoint the second tenderer in the award list.

### **Job assignment**

The assignment will be grant at the end of the comparative procedure and the General Director of SVIM will sign the contact.

The execution of the contract does not set up any reliance on SVIM and the assignment will be carried out without subordination bond.

### **No obligation to award the contract**

This invitation to tender is in no way binding on the SVIM. The SVIM's contractual obligation starts only upon signature of the contract with the successful tenderer.

No compensation may be claimed by tenderers whose tender has not been accepted, including when the Commission decides not to award the contract.

### **Personal data**

The personal data provided by the tenderers will be processed in accordance with the requirements of the D.lgs. n. 196 of 30 June 2003 and will be processed only for this procedure.

### **Information**

For any further information, please contact: tel. +39 071.289941.