



# UNICAMILLUS

## Regulation for the Recruitment of Fixed-term Researchers under Article 24 of Law 240/2010

Following amendments made by the Organising Committee on  
17 February 2022

**Regulation for the recruitment of fixed-term researchers  
under Article 24 of Law 240/2010 of the SAINT CAMILLUS INTERNATIONAL UNIVERSITY OF HEALTH  
SCIENCES (UniCamillus)**

**Article 1 - Subject**

1. This Regulation covers the recruitment procedures for fixed-term researchers, under Article 24 of Law no. 240 of 30 December 2010.

**Article 2 - Type of employment relationship**

1. The employment relationship established between UniCamillus University (hereinafter the University) and the researcher is a fixed-term subordinate contract. The contract with the researcher, which is regulated by private law, is signed in accordance with the relevant provisions in force, also as regards tax, social security, welfare and insurance treatment.

**Article 3 - Types of contracts**

1. The contracts indicated in Article 2 above may be signed according to one of the following types:
  - a) three-year contracts that may be extended for two years only, on a one-time basis, following a positive evaluation of the performed teaching and research activities;
  - b) three-year non-renewable contracts, intended for candidates who have benefited from contracts as per Letter a), or, from research grants for at least three years, even if not consecutive, under Article 51, Paragraph 6, of Law no. 449 of 27 December 1997, and subsequent amendments, or post-doctoral fellowships under Article 4 of Law no. 398 of 30 November 1989, or similar contracts, grants or fellowships in foreign universities;
2. The contracts referred to in the previous Paragraph may be full-time or fixed-term. The total annual commitment for frontal teaching, supplementary teaching and student service activities is 350 hours per year for full-time contracts and 200 hours per year for fixed-term contracts.

**Article 4 - Activation of the procedure**

1. Within the limits of the positions assigned by the strategic plan, the Departmental Faculty Councils may propose Calls for Applications for fixed-term researcher positions to the Board of Directors, through the Rector, after assessing the teaching, research and student service requirements. These calls are assigned by private law contracts to be filled by recruitment procedures.
2. As a transitional measure and until the Departmental Faculty Councils are established, the Board of Directors may proceed directly to call the procedures referred to in this Regulation, also in order to attain the minimum teaching standards provided for by the legislation.

**Article 5 - Call for Selection**

1. The Call for Applications must be published on the University's institutional website, on the *Official Gazette of the Italian Republic (Gazzetta Ufficiale della Repubblica Italiana - G.U.R.I.) – 4th Special Series*, and on the website of the Ministry and the European Union. The call must state:
  - a) the type of contract to be assigned among those expressly provided for in Article 24, Paragraph 3, Letter a) and b) of Law 240/2010;
  - b) the Departmental Faculty of reference in which the researcher will be called to perform his/her activity;

- c) the competition sector, with the possible indication of one or more scientific and disciplinary sectors of the required profile;
- d) the requirements, the deadline and the transmission modalities for the submission of the applications and, to the extent possible, of the titles and publications;
- e) the type of teaching commitment required, whether full-time or part-time;
- f) the description, if any, of the specific research project or programme, as well as its duration;
- g) the oral test, if any, aimed at assessing the appropriate knowledge of a foreign language, as well as the language in which this test is performed;
- h) details of the duties, rights and obligations, and the corresponding salary and social security.

#### **Article 6 - Requirements for submitting applications**

1. Applicants may apply for both type a) and type b) contracts, in accordance with Article 24, Paragraph 3, of Law 240/2010, if they are in possession of a research doctorate or equivalent qualification obtained in Italy or abroad or, a medical specialisation diploma for the sectors concerned.
2. Notwithstanding the provisions of the foregoing Paragraph, candidates who have benefited from the contracts of type b) of Article 24, Paragraph 3, of Law 240/2010 may submit an application for the contracts indicated in Letter a) of Article 24, Paragraph 3, of Law 240/2010. Additionally, the application is open to the following categories: those who have obtained the national scientific qualification for first or second level positions as provided for in Article 16 of Law 240/2010, or, who have benefited for at least three years, whether consecutive or not, from research grants in accordance with Article 51, Paragraph 6, of Law no. 449 of 27 December 1997, or research grants in accordance with Article 22 of Law 240/2010, or post-doctoral fellowships in accordance with Article 4 of Law no. 398 of 30 November 1989, or similar contracts, grants or fellowships in foreign universities, or who hold the qualification of medical specialisation.
3. The following are not eligible to apply:
  - a) those who have already been employed on permanent contracts as university professors of first or second level or as researchers, even if no longer in service;
  - b) those who have held contracts as research fellows and fixed-term researchers in accordance with Articles 22 and 24 of Law 240/2010 at the University or even at other public, private or online Universities, as well as with the bodies referred to in Paragraph 1 of Article 22 of Law 240/2010 for a period which exceeds a total of 12 years, even if not consecutive, when added to the expected duration of the contract subject of the selection in which they intend to participate. For the purposes of the duration of the aforementioned relationships, periods spent on maternity leave or for health reasons are not relevant in accordance with the current regulations;
  - c) those who are married to or have a degree of kinship or affinity up to and including the 4th degree with a professor belonging to the Departmental Faculty applying for the position, with the Rector, the Director General, a member of the Academic Senate or the Board of Directors.
4. The requirements must be met by the deadline for submitting applications in order to be admitted to the selections.
5. Exclusion from the selection due to a lack of the requirements may be determined at any time by reasoned Order of the Rector and subsequently notified to the interested party.

#### **Article 7 - Deadlines and procedures for submitting applications**

1. Applications to participate in the public selection procedure referred to in this Regulation must be submitted to the Rector. Procedures and deadlines for submitting applications are indicated in the relevant notice. The deadline for submitting applications must not be less than 30 days from the day after the date of

publication of the Notice concerning the call for applications in the *Official Gazette – 4th Special Series*. The Board of Directors may reduce this deadline in case of emergency.

#### **Article 8 - Selection Board**

1. In order to proceed with the selection, a Selection Board shall be nominated by a Rector's Decree, published on the University website. The Board shall be composed of three full or associate professors, at least one of whom shall belong to the competition sector or the scientific-disciplinary sector(s) in question. The members of the Board are chosen from among all the full and associate professors holding positions at Italian or foreign universities. Members of the Board, who belong to foreign universities, must hold a position equivalent to the first or second level.

#### **9 - Modalities of the selection procedure**

1. The Selection Board must establish criteria and parameters for the evaluation of titles and publications at its preliminary session.
2. The candidates' assessment by the Selection Board referred to in Article 8 above requires a preliminary phase, at the end of which the Board expresses, for each candidate, a reasoned analytical judgement on the qualifications, the curriculum and the scientific production, including the doctoral thesis.
3. The selection is made on the basis of the candidates' qualifications, curriculum and scientific production. The call may provide for a maximum number, in any case not less than twelve, of publications that each candidate may submit and that must be available also in English, upon request of the Selection Board.
4. The candidates found to be comparatively more deserving shall be admitted to the selection, following the preliminary assessment referred to in Paragraph 2 - in a number between 10 and 20 per cent of the applications for admission to the selection and, in any case, not less than six. All candidates are admitted to the selection if their number is equal to or less than six.
5. The selection shall take place by means of a public discussion of the qualifications and scientific production in the presence of the Selection Board and shall include a possible assessment of a foreign language. Following the discussion, the Board shall assign a score on the basis of the established criteria according to Paragraph 1 of this Article.
6. At the end of the selection procedure, the Selection Board draws up a merit list and nominates the most qualified candidate to perform the teaching and scientific duties required by the Call for Applications, on the basis of the score assigned to each candidate. The Board may decide not to nominate any candidate.
7. Specific minutes of the Board's work are drawn up. The Board may use telematic working tools. The Board's work must be completed within three months, starting from the date of publication of the Board's deed of appointment on the University's website. This deadline may be reduced or increased if necessary.

#### **Article 10 - The calling**

1. The calling of the most qualified candidate is decided by the Board of Directors and must indicate the effective date by which the candidate must communicate his or her acceptance.
2. If the first-ranked candidate does not accept, the next candidate on the merit list may be called.

#### **Article 11 - Conclusion of the contract**

1. The successful candidate shall be offered a contract under Article 24 of Law 240/2010, regulated by private law, for a fixed-term subordinate employment of a maximum duration of three years, which may be extended for two years only, in the case of a "type A researcher" contract as provided for in the present Regulation, or of a maximum duration of three years, which may not be renewed in the case of a "type B researcher" contract

as provided for in this Regulation, for the performance of research, teaching, supplementary teaching and student services activities.

2. In order to sign the contract referred to in the preceding Paragraph, the winner must submit the documents required by the Call for Applications and the current provisions.

3. The contract must include the following information:

- the start and end date of the employment relationship;
- the full-time or fixed-term commitment scheme;
- the economic, social security and insurance treatment as provided for in the current legislation;
- the relevant structure and its duties;
- the scientific and disciplinary sector of reference;
- the location where the activities are performed.

#### **Article 12 - Incompatibility**

1. The contractual relationship covered by the present Regulation is incompatible with:

- any other subordinate employment relationship with public or private entities;
- the holding of research grants also at other universities;
- doctoral and post-doctoral scholarships and, in general, any scholarship or grant for any title assigned also by third-party entities.

2. Should the competitor hold any other offices or positions, he/she must attach a declaration specifying the type of performed activity. Any external paid assignments may only be performed with the prior authorisation of the University's Academic Bodies, and on condition that they are compatible with the commitment scheme.

#### **Article 13 - Transitional and final provisions**

1. In the transitional phase provided for in the Statute, the functions of the Board of Directors are fulfilled by the Technical Organising Committee.

2. For all matters not expressly provided for in the present Regulation, reference is made to the Statute of the University and the current legal provisions.

3. For the purposes of the law and interpretation of this Regulation, the text approved by the Board of Directors and filed at the offices of the Didactic Secretariat and drafted in Italian, of which a certified copy may be obtained, is authentic.