

Sharing experiences on the Human Resources Strategy for Researchers (HRS4R)

Verona, 4th December 2019

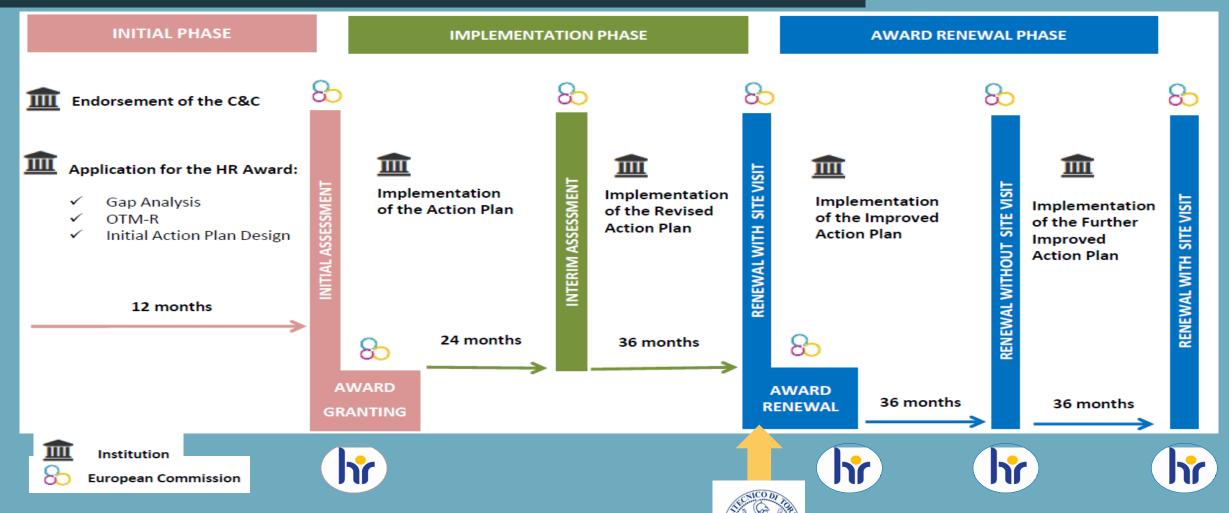
Chiara Biglia

Head of Excellent Science and Researchers Mobility Office Research Support Division Politecnico di Torino

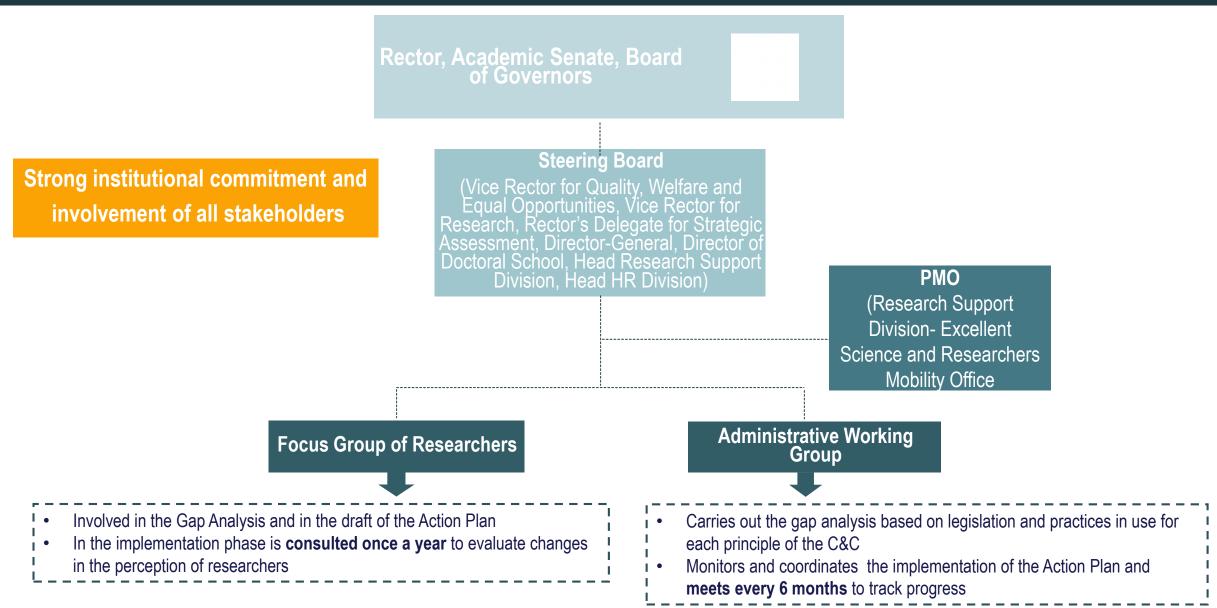
Presentation outline

- → The implementation of the HRS4R at PoliTO
- → Open, Transparent and Merit-based Recruitment
- → Actions to support the next step of the career of PhD candidates
- → Why (not) participate in HRS4R?
- Sharing experiences at national level

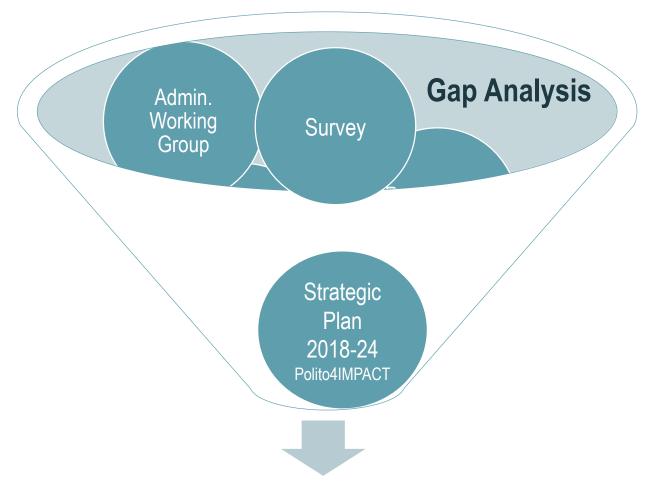
The implementation of the HRS4R at PoliTO



HRS4R@PoliTO - Organizational Structure



Methodology – Action Plan 2019-2021



Action Plan 2019-2021 (27 actions) approved by the Governing Bodies on July 17th 2019

The involvement of researchers at large - Internal Survey 2018

- **Recipients**: 2109 members of the Scientific Community (PhD candidates, research fellow, researchers, professors)
- Objective: 1) raise awareness on the C&C; 2) give researchers the opportunity to express their views on aspects of working conditions and environment that are usually little explored 3) assess the perception of the scientific community of PoliTO concerning the implementation of the principles of the C&C
- **▼ Timing**: 27 September 21 October
- **4 sections**: A) Ethical and Professional Aspects; B) Recruitment and Selection; C) Working conditions and Social Security; D) Training and Development

A. Principles of the European Charterfor Researchers - Ethical and Professional Aspects

Question: With respect to your experience at Politecnico di Torino, please rate your level of agreement with the following sentences

	Strongly disagree	Disagree	Agree	Strongly agree	No answer
Research freedom					
The University actively promotes freedom of thought and expression of					
all researchers, including the early stage & early career researchers,					
recognizing however the limitations that could arise from research					
context and research methodologies					
Ethical principles					
The University encourages researchers to adhere to recognized ethical					
practice and fundamental ethical principles, including sectoral or					
institutional Codes of Ethics appropriate to their discipline					
Professional responsibility					
The University encourages researchers to make every effort to ensure					
that their research is relevant to society and does not duplicate					
research previously carried out elsewhere, in line with the principles of					
research integrity					

RESPONDENTS
733 researchers
(34,76%)

Taking into consideration the views and needs of researchers

FOCUS GROUP OF RESEARCHERS

In September 2018 a new call for expression of interest addressed to all professors, researchers, research fellows and PhD candidates was launched to renew and strengthen the Focus Group of Researchers

Da: Vice Rettrice per la Qualità, il Welfare e le Pari Opportunità <vicerettrice.qualita@polito.it>

A: Chiara Biglia

Oggetto: Carta Europea dei Ricercatori a PoliTo - Survey e Focus Group / European Charter for Researchers at PoliTo – Survey and Focus Group

Dear colleagues,

since 2013 the European Commission recognizes Politecnico di Torino with the "HR Excellence in Research" Award, on the basis of an Action Plan aimed to implement the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers.

Within this framework, Politecnico di Torino has implemented an array of new initiatives, including a specific website dedicated to opportunities for researchers, support actions for the mobility of researchers and the development of transferable skills, actions to raise awareness on Ph.D. supervision and research integrity, projects to boost the skills acquired at the University such as the "E4E Project - Empowerment for Employability".

We need the contribution of the entire scientific community of Politecnico to build a new Action Plan (2019-2021) and obtain the renewal of the Award. We kindly ask you to take part in this effort in two ways:

- fill in an anonymous survey to assess the implementation of the principles of the European Charter for Researchers at Politecnico di Torino. The survey is available until 21 October 2018 at this link: https://www.test.polito.it/surveys/index.php/222669?token=dlVU7EekuAWgwPb&lang=it&lang=en

- submit your expression of interest to be part of the Focus Group of Researchers by October 5 to: carta.europea@polito.it. The Focus Group will analyse the results of the questionnaire and contribute to draft the new Action Plan.

For any inquiries or support please write to carta.europea@polito.it.

I warmly invite you to participate in this consultation, in the hope that this process can contribute to the creation of an even more cohesive community and an inclusive and dynamic research environment,

The Vice Rector for Quality, Welfare and Equal Opportunities

Taking into consideration the views and needs of researchers

FOCUS GROUP OF RESEARCHERS

- → All 30 expressions of interest received have been accepted.
- The members represent: 1) all the 11 Departments; 2) all categories of staff conducting research (R1-R4) and 3) gender balance is respected
- Representatives of Full professors: one Head of Department and the Former Director of the Doctoral School
- The Chair of the Focus Group of the Researchers is the Vice Rector for Quality, Welfare and Equal Opportunities
- **₹** 3 meetings of the Focus Group between Nov 2018 and July 2019 to:
 - analyze the results of the survey
 - propose future actions

Taking into consideration the views and needs of researchers

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Institutional support

STEERING BOARD

- Strong Institutional commitment is one of the main factors for the success of PoliTo HRS4R.

 The Strategic Plan 2018-2014 explicitly confirms the commitment to the implementation of the Charter&Code

 Charter&Code
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- The whole process has always been led and supervised by an Institution's high-level representative: the Deputy Rector chaired the Steering Board and the Researchers' Focus Group from 2013 to 2018. In March 2018 the newly elected Rector appointed a Vice-Rector for Quality, Welfare and Equal Opportunities that is also in charge for the HRS4R. It is the first time ever that PoliTo has a Vice-rector in charge for Welfare and Equal Opportunities
- → 2 meetings of the Steering Board in December 2018 and July 2019 to:
 - analyze the results of the survey and the actions proposed by the Focus Group of Researcher
 - draft the Action Plan 2019-2021, consistent with the Institutional Strategic Plan 2018-2024

Monitoring Plan

To coordinate and monitor the implementation of the actions:

- a common template has been distributed to all the persons in charge of the implementation of the actions
- biannual meetings of the Administrative Working Group are scheduled, reporting thereupon to the Steering Board
- the Researchers Focus Group is consulted once a year to evaluate changes in the perception of researchers towards the implementation of the Charter and suggest new actions
- Governing Bodies are periodically updated



Progress report template (every 6 months)

Action: Monitoring period: from to Leader: Other Members:					
Carried out activities —	Next activities ————————————————————————————————————				
Milestones achievedCompleted activities	 Next period deadlines 				
In progress activities	Activities to be started				
Critical points ————————————————————————————————————					
For carried out activities:					
■ Encountered problems that have affected the work plan					
For next activities:					
 Critical points that need the involvement of the Steering Board 					
Possible risks					
Indicators					

Indicators

Indicators must be identified for each Action

'SMART' Indicators:

Specific

Measurable

Available/Achievable in a cost effective way

Relevant for the programme

available in a Timely manner



STATE OF THE ART: through the identified indicators take a picture of the situation at the start of the action

PERIODIC MONITORING: update of indicators

Internal communication strategy

- → HR Excellence in Research logo appears on everything that relates to HRS4R actions
- **尽力** Logo on the homepage of the Institutional website and creation of the section Opportunities for Researchers
- Training to participants to Horizon 2020 call for proposals
- Periodic update to Governing Bodies to receive institutional support
- "Call for candidates" open to all research staff to be part of the Researchers Focus Group



WEB SITE – www.researchers.polito.it





La valorizzazione dei ricercatori di talento, in particolare i giovani, nella definizione e nello sviluppo di progetti di ricerca fortemente innovativi, la capacità di confrontarsi con le realtà dei paesi stranieri e di diventare centro di attrazione per studiosi internazionali sono azioni che si inseriscono a pieno titolo tra le priorità strategiche del Politecnico di Torino.

In quest'ottica, l'Ateneo ha recentemente varato iniziative mirate a supportare la ricerca di qualità, in particolare multidisciplinare, il rafforzamento della comunità scientifica internazionale, la partecipazione dei migliori ricercatori a progetti di ricerca fondamentale prestigiosi quali l'ERC e la valorizzazione dei risultati della ricerca



dal 25 settembre 2019 al 7

febbraio 2020

NOVITÀ

Comunicare la Ricerca con i Social Media

Aula Formazione via Boggio, Politecnico di Torino

11 dicembre 2019

Chiusura bando H2020 -BUILDING A LOW-CARBON, CLIMATE RESILIENT FUTURE:

Action Plan 2015 – 2018 – Some results

- 1. Supporting curiosity driven research (ARI)
- → 5 new initiatives
- **2. Promoting responsible research and innovation** (GESD, BIBLIOM, IT, ARI)
- → Adoption of the software for detection of plagiarism
- → MOC on research integrity and actions to support RRI
- → Joined the Network of Universities for Public Engagement
- 3. Supporting dissemination, exploitation and protection of results (ARI, TRIN, BIBLIOM)
- → Training and support on IPR
- → Support for Dissemination and Communication in H2020
- → Adoption of Open Access Policy
- 4. Promoting communication of research and research environment (ARI, CORE, GESD)
- → Adoption of the project "Promoting research and research environment"
- → Organization of the first PoliTO 'Research Day'
- → New webpages on Research Success Stories
- → Training on communication skills

- 5. Creating a university researcher ombudsman (AFLEG)
- → Researchers Ombudsman appointed
- **6. Supporting career development** (GESD, ARI, Q-VAL)
- → Training for researchers
- → 2 initiatives to improve employability of PhD candidates and research fellows
- → Train the Trainer initiative
- → Pilot to support mobility of PhD candidates
- 7. Ensuring professional supervision (GESD, ARI, Q-VAL,)
- → Guidelines for PhD supervisors
- → Training on PhD Supervision
- → Survey for research fellows and temporary researchers
- 8. Attracting qualified international researchers (INTE, ARI, RUO)
- → Call for Visiting professors
- → Welcome kit
- 9. Promoting gender equality (RUO, ARI)
- → Gender balance in Governing Boards
- → Participation in EU calls for gender equality plan



Open, Transparent and Merit-based Recruitment

- PoliTO performed a review of its current recruitment procedures and practices using the checklist provided by the EC
- The checklist includes about 23 questions to support a review on:
 - The OTM-R system in general
 - The Advertising and Application phase
 - The Evaluation and Selection phase
 - The Appointment phase

The OTM-R checklist: a few sample questions

- About the OTM-R System (in general):
- 3. Is everyone involved in the process sufficiently trained in the area of OTM-R?
- 7. Is our current OTM-R policy in line with policies to attract researchers from abroad?
- About the Advertising and Application Phase:
- 14. Do we make use of other job advertising tools?
- 15. Do we keep the administrative burden to a minimum for the candidate?
- About the Evaluation and Selection Phase:
- 18. Are the committees sufficiently gender-balanced?
- About the Appointment Phase:
- 20. Do we inform all applicants at the end of the selection process?
- 21. Do we provide adequate feedback to interviewees?

PoliTO OTM-R checklist

OTM-R Checklist for Politecnico di Torino					
	Open	Transparent	Merit- based	Answer: Yes completely/Yes substantially/ Yes partially/No	Suggested indicators (or form of measurement)
OTM-R system					
Have we published a version of our OTM-R policy online (in the national language and in English)?	х	x	x	NO	The Politecnico di Torino obtained the HR Excellence award (2013) before the stricter procedure for Open, Transparent, Merit-based Recruitment (OTM-R) took effect (2015). Various elements of the OTM-R policy are already elaborated in existing regulations and Strategic documents. To date, POLITO has not yet written an overarching OTM-R policy. However, the underlying principles are already being applied. Efforts are being directed towards developing an overarching OTM-R policy containing all of the OTM-R elements.
2. Do we have an internal guide setting out clear OTM-R procedures and practices for all types of positions?	*	x	х	Yes completely	Guidelines related to recruitment and selection procedure are available online, both in Italian and in English, at the following link: https://careers.polito.it/ . The guidelines summarize the regulatory framework related to recruitment and selection processes for all available positions: full and associate professors, fixed-term researchers and research fellows. All regulations related to recruitment procedures and practices are published, in Italian, at the following link: https://www.polito.it/ateneo/documenti/?id documento padre=123892 Information related to selection and admission to pHd programmes are available online, both in Italian and in English, at the following link: http://dottorato.polito.it/en/admission
3. Is everyone involved in the process sufficiently trained in the area of OTM-R?	x	х	х	Yes completely	Administrative staff involved in the OTMR process (recruitment and selection of professors, researchers and research fellows) regularly attend upgrading and training courses managed by external companies. HR Department provides adequate training and support to the members of the selection committees also through a Vademecum that summarize the

OTM-R actions @ POLITO

IMPLEMENTED ACTIONS

- **E-recruitment tools** are available for all research positions
- In order to attract researchers from abroad, PoliTO has advertised an "expression of interest online procedure" for full and associate professors positions, open to external candidates with the aim of attracting the best scholars/researchers
- Regarding policies to provide attractive working conditions for researchers, since 2016 grants for basic research for all tenured faculty members and starting grants for tenure-track assistant faculty members have been introduced. Moreover, Politecnico di Torino has implemented several measures aimed at improving the quality of life, such as: the nursery "Policino" located inside the University, a baby-sitting service that facilitates the return to work after maternity, support services for elderly family members and counseling for staff in temporary difficulty, the foreign citizens office. The University monitors the quality of life in the workplace through surveys addressed to all the personnel of the University. A questionnaire on working conditions is filled out each year by doctoral candidates and every two years by research fellows and temporary researchers

OTM-R actions @ POLITO

FUTURE ACTIONS INCLUDED IN THE ACTION PLAN 2019-2021

- Actions to attract researchers from abroad (Actions 1 and 19 e.g. in September 2019 PoliTO submitted a proposal for the call H2020-MSCA-COFUND-2019)
- Actions to prevent unconscious bias in the selection process (Action 16)
- Guidelines related to recruitment and selection procedures have been prepared in Italian and in English and will shortly be available online in a new dedicated section at the link:

 https://careers.polito.it/ (Action 18)
- Provide information on the planning of research positions to researchers with temporary contract (Action 17)
- Approval of a Gender Equality Plan (action 20)

Actions to support the next step of the career of PhD candidates



The question of the PhD representatives in the Focus Group

«What's the next step of an academic career?»



Opportunities for Researchers

HR Excellence in Research

Funds & Training

Careers

Welcome@Polito

Success Stories

Contacts

Home > Careers > Working in research at Politecnico di Torino

Working in research at Politecnico di Torino

▶ Visiting Professors

WORKING IN RESEARCH AT POLITECNICO DI TORINO

Il is possible to work in research at Politecnico di Torino in one of the positions listed below. For each position you can find the link to the current job openings.

PhD candidate

PhD is the highest academic degree at University and it is internationally recognized. It lasts three years with a full time engagement and gives the necessary competences to perform research activities in public or private institutions contributing to the realization of the European Higher Education Area and the European Research Area.

More information about PhD at Politecnico di Torino and the link to the annual call for admission to PhD programmes are available from the page <u>"Admission to PhD"</u> on the web page of the Politecnico di Torino Doctoral School.

Research fellow

Research fellow ("Assegnista di ricerca") is a PhD holder or graduate with an adequate scientific and professional CV aimed at responding to the needs of research projects in the Departments. Different types of "assegno di ricerca" do exist, like for example professionalizing, postdoc, senior.

Information concerning Research fellowships "Assegni di ricerca"at Politecnico di Torino are available (in Italian) in the <u>section "Concorsi, bandi e regolamenti per le ammissioni"</u> of Politecnico web site. More precisely, calls for "assegni di ricerca" are in the section "Personale non strutturato".

Researcher

Since 2011 permanent researcher positions do not exist any more in Italy and temporary researcher positions have been introduced to develop activities in research, teaching and service to students.

Two types of research contracts do exist:

- Rtd postdoc three years long with a possible extension of two years years (non permanent researchers as foreseen by lettera a), comma 3, articolo 24 of the Italian law L. 240/2010).
- ▶ Rtd «tenure track» three years long with the possibility to become associate professor in case of success at the

POLITECNICO DI TORINO

Project "Chi ri-cerca trova!" (Whoever re-searches finds)

- In 2017 and in 2018 the Doctoral School launched an experiential workshop focusing on the employability development of Ph.D candidates that are in their final year
- The aim is to provide the participants with accurate tools to define their own professional pathway, thus enabling them to match their personal skills and motivation with a deeper knowledge of market dynamics
- There have been 3 editions and about 90/100 doctoral students have participated.

Workshop on PhD supervision

- 2 groups of 12 supervisors each
- At the beginning of their career as associate professors
- Representing different Research Departments
- Gender balance



POLITECNICO DI TORINO







Workshop "PhD Supervision"

23-24 Aprile, 2018 Ore 9-17 Sala Conferenze DET (5°Piano) - C.so Castelfidardo 42/a Politecnico di Torino

Workshop on PhD supervision - OUTCOMES

After the workshops, participants have continued to meet

They have developed some practical tools with the aim:

- to improve the efficiency of the supervisor's mentoring role and improve the PhD candidate productivity
- to clarify mutual expectations
- to help to manage critical situation in a professional way
- to adopt best practices in supervising the PhD candidates recognized at international level



Workshop on PhD supervision - OUTCOMES

Two documents (simple and quick):

Expectations Questionnaire

 questionnaire with evaluation scale to clarify the relationship between supervisor and PhD candidate

Memorandum of Understanding

- synthesis document
- one copy is loaded on "portale dello studente"

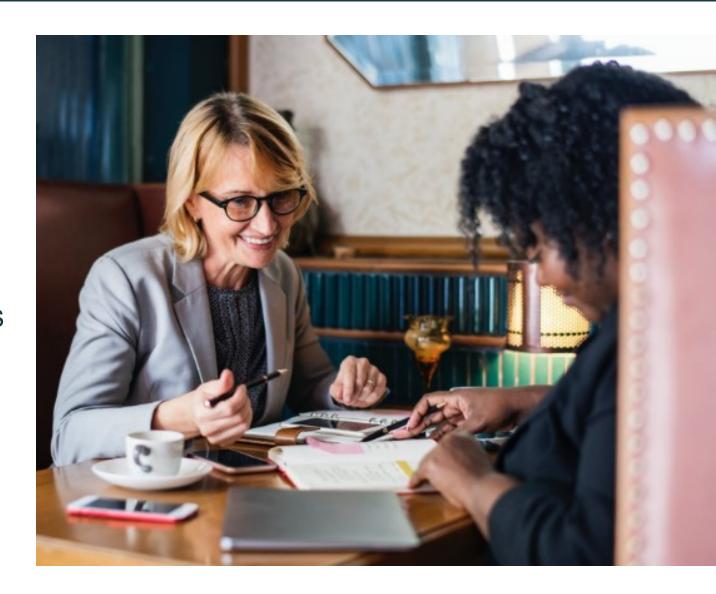


Workshop on PhD supervision - OUTCOMES

OPERATIVE INSTRUCTIONS

Two phases:

- phase 1: Expectations Questionnaire independently filled by PhD student and supervisor
- phase 2: discussion between supervisor and PhD student to compare the answers reported in phase 1; finalize the Memorandum of Understanding and upload on website



Soft skills catalogue – Doctoral School

Area	Course title	Hours	Teaching Method	Calendar
Communication	Public SpeakingPublic Speaking IIWriting Scientific Papers inEnglish	5 12 15	MOC available* Courses thaught in class** Courses thaught in class**	13-20-27 September h. 9-13 see schedule
Personal Development / Working with others	 Communication Communication II Self Management: techniques for work environment Time management Uso degli strumenti e delle strategie per un efficace uso del tempo 	5 12 10 2 4	MOC available* Courses thaught in class** Videoconference** MOC available* Courses thaught in class**	13-20-27 September h. 14-18 7 and 28 January, 18 February, 18 March, 5 April I ed. 4 October h. 9-13 II ed. 4 October h. 14-18
Professional Development	- Project Management - Lean Startup e Lean Business for l'Innovation Management - The new Internet Society: Entering the Black-box of Digital Innovation - Responsible research and innovation, the impact on social challenges - Research integrity	5 20 6 5	MOC available* Courses thaught in class MOC available* MOC available*	see schedule
IP and entrepreneurship	 Entrepreneurship and start-up creation from University Research Entrepreneurial Finance 	40	Courses thaught in class MOC available*	see schedule
Humanities / Ethics / Crithical Thinking	- Etica informatica - Epistemologia della macchina	20 20	Courses thaught in class Courses thaught in class	9-23-30 January,13-27 February see schedule



CESAER

SHARING EXPERIENCES WITH THE
HUMAN RESOURCES STRATEGY FOR RESEARCHERS
WHITE PAPER DATED 23RD MAY 2018

SARAH BENSCHOP (DELFT UNIVERSITY OF TECHNOLOGY)
CHIARA BIGLIA (POLITECNICO DI TORINO)
GORDON SCOTT (UNIVERSITY OF STRATHCLYDE)
KAREN VANDEVELDE (GHENT UNIVERSITY)

Benefits:

- Incourages interaction and integration between academic staff and Central Administration Departments, bringing them together to share information on existing activities. It identifies overlaps and common needs and optimises workflows.
- Carrying out the Gap Analysis brings academic and support staff together to reflect on strengths and weaknesses and helps to identify joint concerns and opportunities.
- Allows for engagement across all categories of researchers to define new activities tailored to the different career stages and to assess the effectiveness of existing ones.

CESAER (http://cesaer.org/en/home/) is the Conference of European Schools for Advanced Engineering education and Research



CESAER

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Benefits:

- For those universities, whose HR Department offers only administrative services addressed at solving contractual issues, HRS4R is an opportunity to start developing career support actions
- Provides the opportunity to be part of an international network and share best practice with innovative and ambitious universities on issues such as career development and supervision.
- Supports the attraction of competitive research funding, i.e. HRS4R can be used to support applications for grants requesting researcher support and development.



CESAER

SHARING EXPERIENCES WITH THE HUMAN RESOURCES STRATEGY FOR RESEARCHERS WHITE PAPER DATED 23RD MAY 2018

SARAH BENSCHOP (DELFT UNIVERSITY OF TECHNOLOGY CHIARA BIGLIA (POLITECNICO DI TORINO) GORDON SCOTT (UNIVERSITY OF STRATHCLYDE) KAREN VANDEVELDE (GHENT UNIVERSITY)

Benefits:

- Reduces the burden of proof for researchers showing their engagement in H2020 projects and proves their commitment to fulfilling the requirements of Article 32 in the Model Grant Agreement.
- Brings essential HR policies such as recruitment, development, social status and ethics into the foreground of institutional policymaking, which otherwise may be regarded as peripheral concerns.
- For institutional leaders, adopting the strategy can act as a public expression of your organisation's support for researchers. It acts as a framework for understanding and implementing policies and practices to improve the research environment.



HRS4R in Italy

CA' Foscari University of Venice 🖆

Council for Agricultural Research and Economics (CREA) 2 (21.03.2018)

Fondazione Bruno Kessler (FBK) (04.10.2018)

IEMEST 🖆

Istituto Nazionale di Oceanografia e Geofisica Sperimentale (OGS)

Politecnico di Milano 🗳

Politecnico di Torino 🔀

Università degli Studi dell'Insubria 🗹 (25.02.2019)

Università degli Studi di Padova 🖆

University of Bologna 哮

University of Camerino 🗳

University of Florence (UNIFI) (04.10.2018)

University of Foggia 😅

University of Macerata 💆

University of Palermo 🖆

University of Udine 🖆



To date, 16 Italian institutions have received the Award, of which 12 are Universities

https://euraxess.ec.europa.eu/jobs/hrs4r#show_ITALY

Sharing experiences on HRS4R at national level

- 2017-2019 a Working Group of the 12 Italian HRS4R Acknowledged Universities was established within the association of General Directors of the Italian Universities Administrations (http://www.codau.it/)
- **7** 15 members (13 work in research support services)
- Objectives:
 - Exchange of best practices adopted for the implementation of HRS4R
 - Creation of a network of HRS4R administrative staff contacts to support the fulfilment of the actions required by the EC
 - Sharing benefits and obstacles with respect to participation in HRS4R, both to encourage other universities to take the path and to raise awareness at national and European level

Members of the WG

	UNIVERSITY	CONTACT PERSON	ROLE
1	Bologna	Verdiana Bandini	Responsabile ARIC – Settore programmi e progetto europei
2		Dario Pellizzon	Dirigente Area Ricerca
3	Cà Foscari	Silvia Zabeo	ARIC - Settore Finanziamenti individuali
4		Monica Gussoni	Dirigente Area Risorse Umane
5	Camerino	Annalisa Albanesi	Research, Technology Transfer & Project Management Area
6	Firenze	Cristina Dolfi	Responsabile Progetti di Ricerca
7	Foggia	Michele Mazzone	Area Pianificazione e Controllo Strategico
8	Insubria	Raffaella Vittori	Servizio Ricerca
9	Macerata	Barbara Chiucconi	Responsabile Ufficio Ricerca internazionale
10	Padova	Viviana Gialain	Responsabile Settore Finanziamenti Individuali
11	Palermo	Giuseppe Piazza	Responsabile Unità Operativa Finanziamento per la ricerca
12	POLIMI	Stefania Suevo	Servizio Ricerca
13	POLITO (WG coordinator)	Chiara Biglia	Responsabile Ufficio Ricerca di Eccellenza e Mobilità dei Ricercatori
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