



Call for Expert

01 March 2018

TERMS OF REFERENCE

Project BLUE KEP

Position: Communication Manager

Introduction

BLUE KEP (BLUE Knowledge Exchange Program and integration of education systems) is an ETC project financed by the 2014-2020 Interreg V-A Italy-Croatia CBC Programme.

The project builds upon previous work in the field of international cultural exchange and learning programmes for secondary high school students. Coordinated by the Informest Agency, the project involves the Adriatic Ionian Euroregion, the Marche Region, the Istria Region, the Šibenik County Development Agency and the Agency for the coordination and development of Split Dalmatia County. In particular, its focus is on promoting new jobs linked to the blue value chain through the provision of highly qualifying and accessible training paths. The project intends to integrate and harmonise the educational systems of the Adriatic-Ionian area with a series of targeted actions that take into account their strengths and weaknesses. The final objective will be to involve about forty students from all areas of the project partnership in international exchanges dedicated to the “blue value chain”.

Objective of the Call

The objective of this call is to appoint an expert that will support the Adriatic Ionian Euroregion in implementing its commitments within the framework of the BLUE KEP project.

More precisely, s/he will support the AIE in performing the following tasks:

- Managing the BLUEKEP project communication/capitalisation activities, including the elaboration of the Capitalization Plan and the implementation of the Communication strategy;
- Coordinating communication/capitalisation activities with partners and liaising with them to smooth internal communication;

- Contributing to organize the activities, events, initiatives of the project;
- Contributing to organize the events of the Euroregion and performing communication duties related with website;
- Assisting the Secretary General and the bodies of the association;
- Traveling within the territories covered by the project in order to participate to project meetings.

It is expected that the expert will be required to participate in a limited number of project meetings or events relevant to the fulfilment of the objectives of the specific call (including virtual meetings).

Details of the call

- Type of contract: Contract for the provision of certain services
- Period : from 01 April 20178 to 31 July 2018
- Place of Service: entire territories covered by the Euroregion, Office of the Secretariat, specific missions in Italy and Croatia.
- Remuneration: The proposal of bid by the expert must respect the following remuneration ceiling: 5.000 Euro (VAT included).
- Kind of remuneration: The fees comprise the time dedicated by the expert to his/her tasks. Participation in project meetings will be covered by the Euroregion in terms of all travel costs incurred in by the selected expert.

Selection Criteria and Application Process

1. Eligibility

- Applicants shall be citizens from Adriatic Ionian countries (see the countries of the member of the Euroregion on www.adriaticioninaeuroregion.eu)
- Citizens in possession of her/his full civil and political rights. S/he must not have been convicted by any law enforcement organization, civil, criminal or judicial body.

2. Experience and required skills of the applicant

The Applicant shall be inserted in the internal database of CVs of the Adriatic Ionian Euroregion and should have the following experience and skills: University Education, sound knowledge of the main regional and local authorities of the Adriatic Ionian Euroregion, their policies and mechanisms. Proven knowledge and expertise in EU Projects, including producing content for publications through communication channels and copywriting-editing skills on social media. Able to work independently as well as within team dynamics. Good communication skills (especially in public speaking). Good in English, and proven capacity to comfortably express her/himself in Italian.

3. Selection process

To apply the experts may only submit their offers including the economic proposal for the contract by letter addressing to the Secretariat of the Adriatic Ionian Euroregion, via Genova 11, 86100 Campobasso (Italy), using the FORM in attachment.

The deadline for sending bid for all applications is March 12, 2018.

As subcontractor, the Adriatic Ionian Euroregion will award the contract on the basis of the best value for money following this method:

- The AIE will invite at least 3 possible applicants selecting experts through its internal database and archive of CVs. (Possible candidate will be shortlisted by the Secretariat based on the experience required).
- The applicants should address the economic offers respecting all the terms of this call.
- The AIE will award the contract on the basis of the best economic offer of the candidates taking in to account the experience required.

In case of similar economic offer, the Adriatic Ionian Euroregion will contact the applicants and interview them by skype or phone to evaluate their motivation. Maximum 3 applicants can be interviewed.

The results of the selection process will be communicated to the awarded candidate.

Contact

For more information on the call, please contact the Secretariat:

e-mail: secretariat@adriaticionianeuroregion.eu

Phone: 0039 0874 314 674 / 347

Annex

Bid Form