



PUBLIC NOTICE FOR THE CREATION OF TWO SHORT LISTS FOR PROFESSIONAL AND SERVICE ASSIGNMENTS TO BE USED IN THE PROJECTS “WETLAND4CHANGE” (CUP: E93B22000040006) AND “ARTEMIS” (CUP: E53B22000020006) UNDER THE INTERREG EURO-MED 2021 - 2027 PROGRAM

Publication Date: May 29, 2024

Application Deadline: No later than 12:00 PM on June 12, 2024

The President

WHEREAS the Mediterranean Sea and Coast Foundation (MEDSEA) participated as a partner in the project proposals funded under the Interreg Euro-MED 2021-2027 Program:

1. **“Wetland4Change** - Wetlands-based solutions for climate change adaptation, risk prevention, and mitigation”; Project Identification Code: Euro-MED0200309; Program Priority: Greener MED; Specific Objective: RSO2.4: Promoting climate change adaptation and disaster risk prevention resilience, taking into account eco-system-based approaches. Project Duration: 33 months. The Wetland4Change Project aims to validate transferable solutions based on the conservation and restoration of wetlands for climate change adaptation and mitigation in order to accelerate the capabilities of wetland managers and policymakers in addressing the climate crisis at local and transnational levels by enhancing the dissemination of scientific knowledge and governance mechanisms.
2. **“ARTEMIS** - Accelerating the Restoration of Seagrass Meadows in the Mediterranean area through Innovative ecosystem-service based Solutions”, Project Identification Code: Euro-MED0200867; Program Priority: Greener MED; Specific Objective: RSO2.7: Enhancing protection and preservation of nature, biodiversity, and green infrastructure, including in urban areas, and reducing all forms of pollution. Project Duration: 33 months. The ARTEMIS project aims to promote large-scale restoration efforts for seagrass meadows in the Euro-MED region by integrating the economic and social resources of ecosystem services of seagrasses into policies and investment frameworks.

WHEREAS the projects mentioned above were approved for funding on November 21, 2023, through the publication of the merit ranking on the Interreg Euro-MED 2021-2027 program web portal;

WHEREAS MEDSEA is responsible for communication activities for both projects;

WHEREAS the total eligible funding for MEDSEA Foundation is € 315,770.00 (Wetland4Change) and € 373,150.00 (ARTEMIS);

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WHEREAS there is a need to award two external assignments for the services required in relation to the specific ToR of each project as listed below:

n. 1 Communication Assistant for the Wetland4Change project (CUP: E93B22000040006);

n.1 Project Communication Manager for the ARTEMIS project (CUP: E53B22000020006).

PROVIDE THE FOLLOWING NOTICE

1. SUBJECT OF THE NOTICE

The Mediterranean Sea and Coast Foundation, with this Notice, intends to establish two short lists of communication experts as better identified below for the assignment of **one (1) Communication Assistant for the Wetland4Change project and one (1) professional assignment of Communication Manager for the ARTEMIS** project to be used in relation to MEDSEA's activities concerning the two projects.

The establishment of the short lists under this notice does not constitute a competitive procedure and does not provide rankings, score assignments, and/or other merit classifications. Inclusion in the list does not entail any right or expectation to obtain a professional assignment at MEDSEA. The awarding of such assignments constitutes an exercise of discretionary choice by the Foundation, which may award the assignment drawing from the aforementioned short lists. The Foundation reserves the right to revoke this notice at any time through communication on its institutional website.

2. PURPOSE OF THE SELECTION AND PROFILES

This Notice will result in two short lists divided into two profiles:

- A. **Profile A: Communication Assistant for the Wetland4Change project.** The candidate will assist the Communication Manager in daily activities, ensuring that all project communication initiatives are carried out on time according to project guidelines.
- B. **Profile B: Communication Manager for the ARTEMIS project.** The candidate will manage all project communication and dissemination activities, including coordinating all project partners. Main responsibilities include communication planning, content management, media relations, events and dissemination, monitoring and evaluation, and social media management.

3. GENERAL REQUIREMENTS FOR ENROLLMENT

Individuals residing in Italy or in one of the EU member states who meet the following requirements at the time of application submission may apply for inclusion in the short lists:

- a) Italian citizenship or citizenship of another EU member state.
- b) Benefiting of civil and political rights.

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- c) Not having been dismissed, dispensed, or declared lapsed from an employment at a Public Administration.
- d) No criminal convictions that result in disqualification from public office.
- e) Possession of professional experience consistent with the subjects listed in point 2 and detailed in point 4.1.
- f) Possession of a fiscal code at the time of signing the letter of assignment.
- g) Compliance with tax and social security obligations if possessing a fiscal code.
- h) Not having any pending tax liabilities.

Candidates must also declare responsibility for the data and information provided and acknowledge the penal consequences for false or misleading statements according to DPR 445/2000.

For foreign candidates, a good knowledge of written and spoken Italian is an additional eligibility requirement.

Equal opportunities for men and women are guaranteed for the assignment of tasks under this Notice.

The determination of the lack of even one of the prescribed requirements results in exclusion from the selection process.

4. SPECIFIC PROFESSIONAL REQUIREMENTS FOR ENROLLMENT

In addition to the general requirements listed above, the following specific requirements are needed for inclusion in the short lists:

- At least two years of experience in managing and coordinating communication in European and/or private projects on environmental thematic, including the ability to develop and implement communication strategies that raise awareness and promote actions carried out in the respective projects.
- At least three years of experience in communicating issues related to the environment, sustainability, and/or enhancement of ecosystem services, including the ability to translate complex scientific concepts into clear and engaging messages for a wide audience.
- Proven experience working in an international and multidisciplinary context, requiring excellent written and oral communication skills in English and the ability to coordinate and collaborate with various stakeholders, including project partners, funding bodies, local authorities, the scientific community, and the general public.
- Digital and social media management skills, including effective use of social media and other digital tools to reach and engage diverse audiences, monitor, and evaluate the

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impact of online communication activities, and optimize strategies based on data insights.

- Creativity and storytelling skills: the ability to create engaging visual and written content that captures the audience's attention.
- Data usage and visualization skills: the ability to transform scientific and environmental data into graphs, maps, infographics, and other visual formats that facilitate the understanding of complex topics.
- Advanced knowledge of spoken and written English.

Preferred qualifications include experience in projects on marine ecosystem and coastal wetland issues and registration with the journalists' registry or equivalent.

5. APPLICATION PROCEDURE

Applications must be submitted using the Application Form in Annex A, signed, dated, and undersigned in accordance with Articles 46 and 47 of DPR 445/2000, along with:

- A signed, dated curriculum vitae drafted in European format, including a phone number and email address, clearly showing the required competence. The Foundation reserves the right to request additional documentation to support the statements made.
- A copy (front and back) of an identity document.

No other forms of submission are allowed.

6. SUBMISSION OF THE APPLICATION

The application, as described in the previous article, should be submitted only to the certified e-mail address: medsea@pec.medseafoundation.org

The subject of the communication must include the phrase: **Projects Wetland4Change (CUP: E93B22000040006) and ARTEMIS – (CUP: E53B22000020006) – SURNAME, FIRST NAME - APPLICATION FOR SHORT LIST – PROFILE (indicate profile A and/or B)**. Candidates meeting multiple category requirements may apply for multiple profiles. Incomplete or unsigned applications or those not meeting the admission requirements will be excluded. Documentation must be received by no later than 12:00 PM on June 12, 2024, under penalty of exclusion.

7. APPLICATION EVALUATION

The evaluation of received applications will be carried out by MEDSEA through verification of the completeness of the application and possession of the requirements specified in this notice. Candidates meeting the requirements will be included in alphabetical order and by competence profile in the short list.

No ranking lists will be prepared.

Inclusion in the list does not entail any right for the participant in this notice to obtain a professional assignment with MEDSEA.

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The complete list of candidates included in the short list will be approved by the MEDSEA Board of Directors and published on the Foundation's website.

The Foundation reserves the right to verify the accuracy of the data provided and to request supporting documents.

8. ESTABLISHMENT OF THE SHORT LIST

Inclusion in the list does not confer any right to obtain assignments. The Foundation will use the short lists to select experts or companies with the appropriate skills to meet the needs that arise from time to time for project implementation. This Notice does not establish any competitive or quasi-competitive procedure, nor are rankings, score assignments, or other merit classifications expected, not even concerning the extent, frequency, and number of tasks already performed. In fact, participation in the application process only serves to express availability and interest in the potential award of assignments.

9. VALIDITY, UPDATING, AND EXCLUSION FROM THE SHORT LIST

The short lists will be valid until June 30, 2026. Periodically, if new and specific needs arise on the part of the Foundation with reference to the implementation of the project, a procedure for updating it will be carried out. Individuals who have submitted applications are required to update their profiles as a result of changes, amendments, additions that have occurred with regard to their applications. Interested parties take note that the ascertainment of inconsistencies between what was declared at the time of the application for registration and what was otherwise verified entails, unless otherwise acted upon, the removal from the specific short list and the immediate termination of any relationship.

The full list of names on the short lists will be made public on **June 13, 2024**, in the same manner used for this notice.

10. CONTRACT TERMS AND CONDITIONS.

The awarding and execution of services will take place in accordance with the principle of rotation of invitations and awards. In case only one application for registration is received and in case of a positive evaluation of the generic and specific requirements of the applicant referred to in art. 3 and art.4 above, MEDSEA reserves the right to award the same professional the assignments covered by this notice. In the event that more than one application is received and all applicants meet the generic and specific requirements set forth in Articles 3 and 4, MEDSEA will proceed, if necessary, by direct awarding after consultation and request for quotation of three or more economic operators on the short list. Appointments will be made by entering into a service contract, if any. After checking the availability of the subject, after ascertaining the absence of potential causes of incompatibility/conflicts of interest and, in the case of an employee of a Public Administration, after authorization from the Administration to which he/she belongs, the Foundation will enter into an appropriate contract with the subject. The selected individuals will work autonomously and without any constraint of subordination and dependence, with the observance and respect of the needs expressed by MEDSEA. For the performance of the activity

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covered by the contract, a fee will be paid determined by the reason of the type of activity, complexity and duration of the relationship and, in any case, in compliance with the budget constraints imposed by the financial availability of the project. If, for certain categories of professional assignments, there are no skills on the Short List, or there are an insufficient number of them, or there are individuals who, on the basis of the curricula submitted, are not considered to possess the necessary requirements to guarantee the performance of the services requested, a further search for suitable skills will be carried out through the publication or dissemination of new notices or through the means deemed most efficient.

11. PUBLICITY AND INFORMATION

This Notice will be publicized by publication on the MEDSEA website in the "Work with us/Lavora con noi" section <https://www.medseafoundation.org/index.php/it/chisiamosep/lavora-con-noi>

12. PERSONAL DATA PROCESSING

According to Article 13 of Legislative Decree No. 196/2003 and Article 13 EU Regulation No. 2016/679 (hereinafter, "GDPR"), we inform you that the data provided will be necessary and processed for purposes related to the selection and management of the expression of interest and the resulting relationship. For these reasons, failure to provide the same will preclude the participation of the candidate. The processing will be carried out with procedures also computerized - even in the case of any communications to third parties - with logics related to the purposes indicated and in any case in such a way as to ensure the security and confidentiality of the data themselves. The candidate enjoys the rights referred to in Article 7 of the aforementioned rule, under which he/she may request and obtain, among other things, information about the data concerning him/her and about the purposes and methods of processing; he/she may also request that the data be updated, corrected, supplemented, deleted, anonymized and blocked, and may finally oppose its processing. These rights may be exercised by request sent by Certified Mail to the following address: medsea@pec.medseafoundation.org . The data controller is the Mediterranean Sea and Coast Foundation. The data will also be processed by the appointees appointed by the President. Contacts for any information: info@medseafoundation.org .

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