

**THE RUSSIAN FELLOWSHIP PROGRAMME TO EMMRI WITHIN CREMLINplus PROJECT –
ANNOUNCEMENT OF THE FIRST CALL FOR FELLOWSHIP APPLICATIONS
CALL DOCUMENTATION**

THE CALL DOCUMENTATION

I. THE RUSSIAN FELLOWSHIP PROGRAMME TO EMMRI within Horizon 2020 CREMLINplus project offers fellowships to scientists in management positions from Russian Research Infrastructures to study for “Executive Master in Management of Research Infrastructures” (EMMRI) Master degree at the University of Milano-Bicocca in Milan, Italy.

Fellowships are available on a competitive basis and cover full tuition fee, accommodation, living expenses and flights to and from Milan for up to 7 on-campus visits in Milan (3 days each) and the final Graduation exam.

Reimbursement of travel and accommodation expenses is made according to the rules and travel policy of the University of Milano-Bicocca.

II. THE EMMRI PROGRAMME (OVERVIEW)

The **EMMRI programme (Executive Masters in Management of Research Infrastructures)** was developed within Rltrain (<http://rltrain.eu/>), an EU-funded Horizon 2020 project aimed at improving and professionalizing training for research infrastructure managers and leaders.

The programme is delivered by the University of Milano-Bicocca (<https://emmri.unimib.it>)

The idea of the programme is to train the new generation of executives of national and international research infrastructures, equipping them with state-of-the-art high level managerial and leadership skills, tailored to academic and scientific needs, and also to the needs of scientific service providers.

This Master programme is an official MBA under the Bologna rules. It is organized in 12 modules, among which 5 full online and 7 blended - on-campus (3 day visits to Milan) and online. The modules combine lectures, talks by experts from EU Research Infrastructures and guest speakers, webinars and case study analysis. Towards the second half of the curriculum the participants will develop and implement a supervised field project – thereby implementing learnings into practice.

The total duration of the Masters is 18 months.

III. ELIGIBILITY CRITERIA

Candidates to the Russian Fellowship Programme to EMMRI must meet the following criteria:

1. be citizen of the Russian Federation or a long-term resident of Russia,
2. be a first-level or second-level managers of the Russian Research Infrastructures (e.g., Director Generals, Chief Operating Officers or their equivalent, recently appointed or upcoming senior managers, Heads of National Nodes, Head of Department, Heads of Finance and Administration, HR and Communication, middle management and programme managers, Head of labs and other scientists holding/moving to managerial positions in RIs);
3. have a University degree and experience of 7 years work in Russian Research Infrastructures;
4. No age restrictions apply.
Female participation is strongly supported.
5. Very good level of written and spoken English (approved by certificates or experience)

IV-1 CONTENT OF APPLICATION ON THE STAGE 1

Expression of Interest form
CV of the candidate
Employer Support letter

IV-2 THE SELECTION CRITERIA (STAGE 1)

Relevance of the candidate's CV and position in the Russian research infrastructure to requirements of the RUSSIAN FELLOWSHIP PROGRAM TO EMMRI (Call documentation, Eligibility criteria)

V-1. CONTENT OF APPLICATION ON THE STAGE 2

APPLICATION FORM
CV of the candidate
Motivation letter
Employer Support letter

V-2 SELECTION CRITERIA (Stage 2, UNIMIB)

Relevance of applicant's CV and current job in the Research Infrastructure to EMMRI requirements
Experience, current position and training needs
Motivation and potential
Scientific domain and geographic balance

VI. TWO-STAGE APPLICATION PROCESS

STAGE 1: Call for expression of interest (EoI) in EMMRI (coordinated by NUST MISIS)

1. **Dissemination of information on the first call** by NUST MISIS via different channels, including the channels of the Ministry of Science and Higher Education of the Russian Federation and the NCP for Research Infrastructures.

2. **Announcement of the first call**, key dates and required documentation are available on the website of the Russian NCP for Research Infrastructures:

<http://h2020-infra.misis.ru/en/russian-fellowship-programme-to-emmri> (in English)

<http://h2020-infra.misis.ru/ru/magisterskaya-programma-emmri-unimib> (in Russian)

Announcement of the first call is also available on the website of CREMLIPNplus project:

<https://www.cremlinplus.eu/>

All Expressions of Interest (EOI) must be submitted online through the website of the Russian National Contact Point (NCP) for Research Infrastructures: <http://h2020-infra.misis.ru/en/>

Before submission, the candidates are advised to review carefully the eligibility criteria.

Deadline for the Expression of Interest (EoI) through NCP (Stage 1): 15 June 2021

3. **NUST MISIS collects all EoI.** The CREMLINplus WP9 experts screen and carry out a preliminary check of applications and the supporting documents in line with the CREMLINplus Fellowship programme' eligibility criteria and prepare **the LIST of candidates** for the Ministry of Science and Higher Education of the Russian Federation.

4. Acknowledgement of the LIST of candidates by the Ministry of Science and Higher Education of the Russian Federation

5. Notification of all candidates on screening results (After acknowledgement of the List of candidates by the Ministry)

NUST MISIS informs all candidates on the screening results by e-mail and invites candidates from the LIST approved by Ministry to apply to EMMRI programme through the website of the UNIMIB (<https://emmri.unimib.it>)

STAGE 2. FINAL SELECTION OF RUSSIAN CANDIDATES TO EMMRI, MANAGED BY THE UNIMIB

1. Submission of applications to EMMRI programme

The applications are made exclusively online through the EMMRI website:

<https://emmri.unimib.it/full-master-individual-application-form-2/>

Deadline for Russian application to EMMRI: 23 July 2021

2. Evaluation and final selection by UNIMIB

The UNIMIB evaluation committee evaluates applications of all candidates (including Russian candidates) in line with EMMRI criteria and identify the final list of participants.

The selection will be done on the basis of UNIMIB published application process (<https://emmri.unimib.it/admission/>).

3. Notification of successful Russian candidates on evaluation and selection results

The result of the selection will be communicated soon to the candidate after the application is evaluated. UNIMIB informs successful Russian candidates on results of final evaluation by e-mail.

4. After the admission, candidates will be required to officially register at the University of Milano-Bicocca following the specific requirements for Masters programmes.

CONTACTS

Any queries relating to the call should be addressed to Marine Melkonyan (NCP for Research Infrastructures) by emailing cremlinplus@isis.ru or by phone: **+7 (916) 7079257**

ANNEXES

1. Expression of interest (form) (English –Russian)
3. Employee support letter (template) (English-Russian)

ANNEX 1. EXPRESSION OF INTEREST (in English and Russian)

This form is filled out in English and Russian, all fields are required

PERSONAL INFORMATION (ПЕРСОНАЛЬНАЯ ИНФОРМАЦИЯ)	
First Name/Имя	
Middle name/Отчество	
Family Name/Фамилия	
Citizenship/Гражданство	
Contact e-mail /электронная почта	
Phone number /телефон	
PROFESSIONAL INFORMATION (ПРОФЕССИОНАЛЬНАЯ ИНФОРМАЦИЯ)	
Organization /организация	
Type of Organization/Тип организации (University/research organization)	
Research Infrastructure of organization and its thematic domain/Исследовательская инфраструктура организации и тематический домен	
Job Title and role in research infrastructure / должность и роль в исследовательской инфраструктуре	
Degree/степень	
Office Email /Рабочая электронная почта	
Organization Address / Адрес организации	
ADDITIONAL INFORMATION (ДОПОЛНИТЕЛЬНАЯ ИНФОРМАЦИЯ)	
Please, upload the Employer's Statement /Загрузить письмо поддержки работодателя на английском и русском языках	
Please, upload a CV (SIGNED)/Загрузить резюме (подпись обязательна)	
By submission this form I confirm my interest in programme "Executive Masters in Management of Research Infrastructure" (EMMRI)/ Подавая данную заявку, я подтверждаю свой интерес к обучению на магистерской программе "Executive Masters in Management of Research Infrastructure" (EMMRI)	
I authorize the processing of my personal data/ Я выражаю согласие на обработку моих личных данных	
SUBMIT	

ANNEX 2. THE EMPLOYER SUPPORT LETTER (EMPLOYEE STATEMENT) - TEMPLATE

All applications must be supported by **an Employer Statement**. This statement indicates the relevance of the EMMRI programme to the candidate as an employee of the specific research infrastructure and to needs of the organization.

While the scholarship is awarded to individuals, any candidate must be nominated by the employer to be able to study a Master's degree at the University Milano-Bicocca (UNIMIB).

The document consists of the "Declaration by the Employer" and "The attachment". It must be uploaded as 1 PDF document, which must not exceed 2 MB. The document must be stamped, dated and signed.

1. "Declaration by the Employer" (Template)

University of MILANO BICOCCA
Director of the Executive Masters in Management
of Research Infrastructures " (EMMRI) programme
Professor Marialuisa Lavitrano

Dear Professor Marialuisa Lavitrano,

I, _____ hereby give permission to _____,
(Director/rector) (Name of candidate)
_____ employed since month/year _____ at
(Position)
_____ to apply for **the** "Executive Masters in Management of Research
(Name of organization)

Infrastructures programme delivered by the University Milano-Bicocca (UNIMIB) in Milan, Italy for the September 2021 intake.

I strongly recommend Mr./ Mrs. / Ms. _____ for the above EMMRI programme.

If he/she is selected, my organization is ready to provide all necessary support to Mr./Ms. _____ during the study period, e.g. to grant official leave for him/her for attending classes in Milan or to grant permission for him/her to pursue studies during working days. The candidate will not be assigned any other tasks during the scholarship period to ensure that he/she will be time available for the study.

Yours sincerely,

Signature of the superior of the candidate

Telephone number:

e-mail address:

Website:

Date:

Stamp of the organisation

The attachment (The expected impact of studies for the EMMRI degree on the skills of the candidate and the research infrastructure of the organization as a whole)

1.The overview of the research infrastructure of the organization (Here you need to introduce the research infrastructure of the organization, its thematic domain and the managerial challenges facing it, so that it can become clear why the EMMRI programme is relevant to needs of your research infrastructure)

2. A short breakdown of the tasks the nominated for a Russian fellowship programme to EMMRI candidate is responsible for within the research infrastructure of the organization (It must be clear from the information that the candidate responsibilities are strongly relevant to the objectives and content of the EMMRI and needs of the research infrastructure)

3.The expected impact on the research infrastructure of the organization (It must be clear how the knowledge that the candidate will gather during his studies will benefit the research infrastructure of the organization as a whole, as well will assist in supporting and improving its operation)

4.The expected impact on the skills of the candidate (indicate how the knowledge gained by the candidate in the master programme will enhance his/her function and increase the scope of his/her activities within the research infrastructure, will increase the ability of the research infrastructure to follow its mission).