

EXPERT RECRUITMENT

Coordination and monitoring support services - Grapes of Change Project

Reference: 101195380 — Grapes of change — CERV-2024-DAPHNE

Contracting authority: Sistemi Formativi Confindustria Società Consortile per Azioni (SFC scpa)

Application deadline: 03 June, 2025

1. CONTEXT

Sistemi Formativi Confindustria Società Consortile per Azioni (SFC scpa), as the main coordinator of the European project "Grapes of Change: Tackling Violence in Wine Supply Chains" (Project no. 101195380), funded under the "Citizens, Equality, Rights and Values" programme (CERV-2024-DAPHNE), is seeking qualified experts to provide project coordination and monitoring support services.

The Grapes of Change project aims to create tools and services to combat persistent gender-based violence and discrimination in the European wine industry through a comprehensive 36-month initiative involving 14 partner organisations across 8 EU countries. The project focuses on:

- Establishing an observatory for collecting and monitoring data on gender-based violence
- Developing anti-gender bias policies
- Creating targeted awareness and training programmes for all stakeholders
- Promoting gender equality and safer workplaces in the wine sector

2. SCOPE OF SERVICES

The selected experts will support SFC scpa in executing project coordination and monitoring activities, and Dissemination and sustainability of results. Main responsibilities include:

Monitoring and coordination support:

- Contributing to the definition of tools for planning and monitoring Steering Committee meetings and thematic Working Groups on WPs. These include:
 - Project management manual (to be delivered by M2)
 - Interim report (to be delivered by M19)
 - External quality assessment report (to be delivered by M36)
 - Project chart (to be delivered by M2 and updated until M36)
 - Documentation of transnational project meetings
- Contributing to the organisation of monthly online project management meetings and biannual transnational meetings (TPM)
- Supporting communication flows between the 14 beneficiary organisations, in compliance with EU project requirements and CERV programme standards

- Collection and analysis of data for the preparation of periodic monitoring reports required by the CERV programme.

Communication, dissemination and sustainability support

- Support for organising events, including:
 - o Kick-off meeting in Rome (M2)
 - o Transnational project meetings in France (M6), Hungary (M12), Greece (M18), Spain (M24), Germany (M30)
 - o Steering committee meetings (M2, M18, M30)
 - o Industry conferences and workshops under WP5
- Maintaining a stakeholder database (minimum 50 key organisations per country)
- Supporting coordination of dissemination activities
- Facilitating collaboration and synergies between partners

3. REQUIRED QUALIFICATIONS

- Minimum 5 years of experience in EU project management
- Proven experience in coordinating transnational consortia with multiple partners
- Excellent command of English (minimum C1 level) - both written and spoken
- Thorough knowledge of EU financial regulations and reporting requirements
- Experience with gender equality projects or social innovation initiatives

Preferred qualifications

- Additional EU languages advantageous (particularly Italian, French, German, Spanish)
- Experience with digital collaboration tools and project management software

4. CONTRACT TERMS AND CONDITIONS

- Contract for the provision of project management support services
- Duration: annual, with the possibility of renewal

Financial arrangements

- Remuneration will be based on daily rates
- Payment conditions: Monthly invoice upon approval of services rendered
- Contract value will be established based on the profile of the selected expert and proposed rates

Travel expenses and out-of-pocket expenses

- Project-related travel expenses (TPM, conferences, partner meetings) are not covered by this service contract
- All necessary travel expenses will be reimbursed separately through the project budget, in accordance with EU regulations and spending limits defined by SFC scpa.
- Experts must be available to travel within Europe according to project activity requirements

Intellectual property rights

- All intellectual property rights arising from services provided under this contract belong exclusively to Sistemi Formativi Confindustria (SFC scpa)
- The expert retains no rights to materials, documents or results produced during the contract period
- The expert agrees to transfer all rights, including copyright, to SFC scpa

Confidentiality

- The expert is required to maintain strict confidentiality regarding all project-related information
- A non-disclosure agreement will be required upon contract signing
- Confidentiality obligations will remain in effect even after contract termination.

Working arrangements

- Work primarily remote with attendance required for important meetings and events.
- Availability during EU working hours.
- Flexibility to adapt to partner time zones and urgent project needs.

5. APPLICATION REQUIREMENTS

Interested experts must submit:

- Curriculum Vitae highlighting relevant experience
- Motivation letter explaining interest and suitability for the role
- Financial proposal including daily rates and availability

6. EVALUATION CRITERIA

Applications will be evaluated based on:

- Technical competence and relevant experience
- Understanding of project requirements and sector
- Language skills
- Financial proposal

7. SUBMISSION PROCEDURE

Applications must be sent electronically to: i.russiello@confindustria.it

Subject: "Application - Coordination and monitoring support services - Grapes of Change Project"

- All documents in PDF format
- Deadline: 03/06/2025

8. SELECTION PROCEDURE

- Initial screening of applications based on eligibility requirements

- Possible interviews with pre-selected candidates
- Final selection
- Contract signing and commencement of activities

9. ADDITIONAL INFORMATION

- SFC scpa reserves the right to cancel or modify this call at any time
- Only pre-selected candidates will be contacted
- Start date: immediate after contract signing

10. DATA PROTECTION

Personal data provided in applications will be processed in accordance with the EU General Data Protection Regulation (GDPR) exclusively for the purposes of this selection procedure.

Information about Sistemi Formativi Confindustria SFC scpa is the training company of Confindustria, the main association representing manufacturing and service companies in Italy. We specialise in developing and managing innovative training programmes and European projects focused on skills development, innovation and social inclusion.

Information about the Grapes of Change project This 36-month project, funded by the European Commission under the CERV-2024-DAPHNE call, brings together 14 partners from 8 EU countries to combat gender-based violence in the wine industry through research, training and policy development.

Sistemi Formativi Confindustria promotes equal opportunities and welcomes applications from all qualified candidates, regardless of gender, age, nationality or background.