



EUROPEAN UNIVERSITY INSTITUTE

ACADEMIC SERVICE

Dr. Andreas C. Frijdal

Director of Service

Florence, June 2012

Vacant chairs at the European University Institute

MIKHAIL M. BAKHTIN CHAIR IN RUSSIA-EUROPE RELATIONS (HEC-MBC)

Please find attached an information pack about the Institute and a note from the Head of the Department setting out further particulars for chair holders in the Department.

Your application should contain the following documents:

- An **application form**;
- Your **curriculum vitae** (a short CV of **maximum 5 pages** including education, professional experience, prizes and other major achievements);
- Your **selected list of publications** (a list of your **books, contributions to books and major professional journals**);
- A **research proposal** which outlines the research you plan to undertake during the first five years were you to be appointed at the Institute. It should give a clear picture of research you want to develop and its relevance for Department's programme and profile. Financial statement is not required, but if you have potential external resources for the funding of the project, they can be mentioned. The research proposal is expected to have up to **2000 words**.

Please submit your application documents in one of the working languages of the Department, which are English and French.

The Academic Service assures the strict confidentiality of the application procedure. The deadline for receipt of applications is **30 September 2012**.

Further and more up-to-date information about the Institute can be gathered from our website: <http://www.eui.eu>.

We thank you for your interest in the European University Institute and wish you every success with your application.

NB: We accept electronic applications, and in fact welcome them. The e-mail address is applypro@eui.eu. We will acknowledge the receipt of applications. If you submit by e-mail and do not receive an acknowledgment within two working days please contact us by phone (+39.055.4685.377) to make sure that your application has safely arrived.

Please do **not** send us your publications; in the event, they may not be returned to you.

Yours sincerely,

Dr. Andreas Frijdal
Director
Academic Service



EUROPEAN UNIVERSITY INSTITUTE
DEPARTMENT OF HISTORY AND CIVILIZATION

The Head of Department *Le chef du département*
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FURTHER PARTICULARS ABOUT FACULTY POSITIONS IN THE DEPARTMENT OF HISTORY AND CIVILIZATION

Job description for the vacant chair

Mikhail M. Bakhtin Chair in Russia-Europe Relations (HEC-MBC)

The Department of History and Civilization invites applications for this new chair, which has been funded by the Russian Federation, and is named after the philosopher and literary scholar Mikhail M. Bakhtin.

Preference will be given to candidates with a broad knowledge of the historical interconnections between Europe and Russia up to the present, with special emphasis on the role of culture.

Candidates must have experience in doctoral supervision, as well as strong academic publication record.

The successful candidate will be expected to participate actively in the Department's and the Institute's research, teaching and management, as follows:

Research:

- To develop and lead research in the fields mentioned in the profile;
- To promote the integration of his/her research with other research interests within the Department as well as interdisciplinary research with the other Departments and Centres of the EUI; candidates are invited to take into consideration the research priorities and existing research projects of the Department (<http://www.eui.eu/HEC/ResearchTeaching/>)
- To maintain a high national and international profile of publications in books and in internationally recognised journals;

Teaching:

- To teach effectively postgraduate students both in departmental and research seminars and any other type of seminars taught in the department;
- To provide high quality doctoral supervision and attract research students to the EUI.

Management:

- To make a significant contribution to the promotion of the EUI in his/her country's academic community, and to contribute to the insertion of EUI alumni in professional life, especially in academic careers;
- To make the best use of his/her research budget and try to complement it with outside funding;
- To provide support for the Head of Department, amongst others by serving on appropriate Committees, and to contribute fully to the general life of the Department and the Institute;
- To contribute to the promotion of cultural diversity in the Department and the EUI.

Working in the European University Institute

The European University Institute is a postgraduate research institute set up in 1976 by the Member States of the European Union. It is not an institution of the European Union, however. Rather, it is an international treaty organisation in its own right, funded directly by the signatory states.

The EUI consists of four academic departments - Economics, History and Civilization, Law, and Political and Social Sciences; an interdisciplinary postdoctoral training programme – the Max Weber Programme; and an interdisciplinary centre - the Robert Schuman Centre for Advanced Studies, supported by administrative, computing and library staff. The research students of the EUI are drawn mainly from the graduates of universities in the Member States, with a small number of students from outside Europe.

In order to work effectively we all have to be fluent in English and at least one other EU language. *Une bonne compréhension du français écrit et parlé est également nécessaire du fait que beaucoup de nos réunions ont lieu en anglais et français, chacun utilisant la langue dans laquelle il se sent le plus à l'aise. Essendo l'italiano la lingua del paese dove viviamo e lavoriamo, è utile che i professori dell'Istituto abbiano almeno una conoscenza elementare di questa lingua.* Teaching is done mainly in English, but a number of seminars are also held in French and some sessions are held in Italian. Our students are interested in increasing the range of languages in which seminars are offered. Theses and seminar papers are usually written in English or in French, but a number of them are written in German, Spanish or Italian, some in other European languages if the supervisor reads them. As a matter of fact, all European Union official languages are also EUI official languages, although English, French and Italian (for administration mainly currently) are used as working languages.

Moreover, we all have to take into account that our students come not only from all the EU member states, but also from other European countries as well and also from overseas. This means that their education is mainly based on single language studies and culture. Therefore, a good awareness of and a sensitivity to differences in national academic traditions are useful in order to teach and supervise effectively. Cultural differences also emerge in all academic matters, of content and substance. They are elements that make the EUI a place that is both attractive and not always easy to cope with.

The Department of History and Civilization

The Department of History and Civilisation focuses on the history of Europe from the 15th century to the present. It is bound together by a common endeavour to rethink the history of Europe, encompassing also its Mediterranean and its eastern peripheries. It strives to see the history of the continent not as the sum of the histories of its nation states and empires, but as a dynamic and shifting balance between larger, universalizing institutions and ideas and particularistic institutions and practices. The department is committed to the promotion of interdisciplinary, comparative and transnational studies of European history and of the history of Europe in the World. The history of Europe is studied in terms of comparisons with other of the world's regions and cultures, and through its interaction with the world's other societies and cultures. Through its connections with the other departments of the EUI, the department promotes a close dialogue between History as a discipline and the other Social Sciences. It seeks to relate research on the past to current contemporary preoccupations. The department is committed to the promotion of innovation as regards historiographical and methodological practices.

The department aims to achieve a full integration in its programme of all professors, all researchers, together with the Max Weber postdoctoral fellows, and visiting scholars. All these scholars, coming from a diversity of different intellectual traditions, contribute to the rich diversity and plurality of approaches in the department, and act as a stimulus to new thinking. The department comprises of 12 full professors.

The precise areas of expertise of the department are modified in response to its changing composition.

Faculty

- Youssef Cassis (University of Geneva)
- Laura Downs (EHESS, Paris)
- Jorge Flores (Brown University)
- Pavel Kolář (Centre for Contemporary History Potsdam)
- Luca Molà (University of Warwick)
- Dirk Moses (University of Sydney)
- Lucy Riall (Birkbeck, University of London)
- Antonella Romano (CNRS Paris)
- Federico Romero (University of Florence)
- Bartolomé Yun Casalilla (Pablo de Olavide University of Sevilla)

Teaching and Supervision

As we only have postgraduate students (generally referred to as researchers), our teaching takes the form of seminars (about one two-hour session a week), and advising. Recently, the Department restructured its curriculum. During the last years we introduced a small number of broadly conceived seminars which first-year students are asked to take. In contrast to monographic, "research seminars," these new seminars (called "departmental seminars") have a broad, conceptual and diachronic focus such as "Comparative and trans-national history", "History and Social Sciences", "Global History: Themes and Approaches ", "Writing the History of Europe", and so on. Professors usually teach one Research Seminar each term and at least one Departmental

Seminar either in the Fall or Spring term. Most Departmental Seminars are taught by two professors. By contrast, research seminars are generally focussed on students' and professors' current research projects.

Research

Apart from teaching and supervision, the major part of our work is devoted to research. The EUI support the research activities. The library even if it is only 30 years old, offers help in buying important literature or electronic resources. There is one special librarian for each department whose job is to keep track of departmental collections and to act as a liaison with Departments. The Computer Service is user-oriented and has good resources for research in all areas of social and political sciences and the humanities.

Each professor may apply for funding for his/her research project(s), on a yearly basis to the Research Council, which is composed of external advisors coming from academia and practice. Each professor normally receives a flat allocation of 7.500 € a year upon presentation of a short description of his/her project. Supplementary funding may be obtained from the Research Council for seed money for innovative projects and for cooperative projects involving several professors. Research projects should have an international dimension. Although no guarantee can be offered on this point, EUI funding usually allows for the employment of a part-time assistant and for inviting to seminars and workshops outside experts.

In addition, professors are strongly encouraged to raise external funds as internal resources are often insufficient to cover all research costs.

You are requested to present a research project for the duration of about five years (which corresponds to first contract) as a basis for your application. This project will serve as a basis for discussion during your interview, and, should you be appointed, it will be circulated to members of the Academic Council. It might only be a part of the actual research projects you will conduct during your stay, as opportunities for new developments might emerge as well within the EUI as from outside.

Administrative Duties

Normally, Departmental meetings are held monthly. One faculty member acts as Head of Department, and meets frequently with the Heads of other Departments and with the President of the Institute to prepare the monthly meeting of the Institute faculty, known as the Academic Council. You are obliged to assist to these meetings.

Professors also have the responsibility of judging applications for the doctoral programme and for post-doctoral fellowships. From time to time professors are expected to participate in committees to select new colleagues. Some colleagues serve on Institute-level committees, dealing with Library and Information Technology issues, with Computing Services, with Admissions, etc. These committees do not occupy more than a very small part of professors' time.

Staff in the Department

The History and Civilization Department comprises at present 10 chairs (normally 12 – two positions are being filled). They are held by professors representing eight different nationalities (one holds a joint appointment with the Robert Schuman Centre for Advanced Studies), a Departmental assistant and three secretaries. Each year the department has about 10 Max Weber post-doctoral fellows. These often work closely with an individual professor or group of professors. In addition, a number of scholars visit the Department each year for shorter periods, offering brief lecture courses in their fields of interest.

Conditions of employment – salary - benefits

The European University Institute is an equal opportunity employer.

Full-time professors at the EUI are appointed on a five-year contract which may be renewed for further three years. Professors are frequently able to obtain extended leave from their home institutions.

Salary

The amount of take-home salary can vary and depends on seniority, eligibility to expatriation, household and dependent children allowances. The Personnel Service is available for providing more information on the basis of the actual family situation of the short-listed candidates.

Additional benefits

The Institute covers moving expenses to and from Florence (up to a maximum equivalent of a monthly basic salary) in addition to a settlement allowance calculated on each individual family situation.

Faculty members and their families are entitled to a flat-rate payment of travelling expenses from Florence to the place of origin; the flat-rate payment is based on an allowance calculated on distance.

Faculty members at the Institute are covered by health insurance administered by the Joint Sickness Insurance Scheme of the European Communities Ispra Settlements Office. An average of 80% of medical or dental expenses is reimbursed upon presentation of invoices. Some treatment (dental braces, for example) requires authorisation in advance.

There is a generous educational allowance for school or university costs of Institute members' dependent children.

10,25% of an EUI professor's salary is withheld for a severance payment scheme; twice this amount is contributed by the Institute (total monthly contribution = 30,75%). This can be paid into a national or private retirement scheme, or into the Institute's plan. If the latter option is selected, the amount due is paid to the EUI member upon departure.

Under the terms of the treaty establishing the Institute, EUI professors are exempt from income tax on their salary paid by the Institute anywhere in the Contracting states. In lieu of national taxes, a deduction is carried out by the Institute.

Further details on all information contained in this note are available from the Personnel Service.

The recruitment procedure at the EUI

The selection procedure at the EUI has some specific features due to our character as an international (European) organisation, and to the fact that our faculty is based on medium-term appointments with a high level of turn over.

Procedure and organs involved

Several Committees and Councils are involved in our selection procedure, which is regulated by Decision n° 2/03 of the High Council of the EUI:

- the Department of History and Civilization (all professors of the Department)
- the Academic Council (all EUI professors and the President of the Institute)
- the Selection Committee

When a chair is vacant, the Department submits a profile for the chair to be filled to the Academic Council, which sets up the Selection Committee.

The composition of the Selection Committee depends on the appointment in question (i.e. a committee for one chair only, joint committee for more than one chair, or committee for a joint chair Department/the RSCAS). The selection committee is composed of professors from the EUI, external experts, the President of the EUI (consultative voice) and a representative of the researcher students (consultative voice). The composition of the Committee is kept confidential until the invitations for interviews are sent to shortlisted candidates. They will receive further information about the composition of the selection committee.

After publication of the vacancy and reception of applications, the Committee may either draw a short list of candidates to be interviewed or turn into a search Committee, which happens whenever the number and/or quality of applications does not seem adequate.

A few weeks after having set up a shortlist, the Committee interviews the candidates and submits a recommendation of one or more candidates to be appointed.

The Committee's recommendation is transmitted to the Academic Council, which acts as a sovereign body for appointments. A recommended candidate is appointed if the majority (50%+1) of members present vote in favour.

Tentative schedule for the present procedure

In the case of the chair at present being advertised, the profile (in the advertised wording) has been approved by the Academic Council in June 2012.

The schedule we would like to adhere to is the following:

- shortlisting decisions should be made late October 2012;
- interviews and departmental presentations are scheduled to take place 29 and 30 November and possibly 1 December: shortlisted candidates will receive details of the procedure for the interviews, which are usually mainly based on the applicant's research projects;
- the Selection Committee proposal will be submitted to the first available Academic Council;
- a formal offer may be expected in December/January;
- the successful candidate (or reserve, should the first-ranked candidates decline) may take up service 1 September 2013.

Application file

Your file should demonstrate how your application covers the job description above, and it should contain the following elements:

CV: Please present a **short** CV of maximum 5 pages including education, professional experience, prizes and other major achievements.

List of publications: Please present a **selected** list of publications: a list of your books, contributions to books and major professional journals.

Referees: Applicants are requested to submit four names of possible referees whom the EUI may contact. The referees may not include members of the professorial staff of the EUI. Please try to give us the names of referees who know you in both your teaching and a research functions. E-mail addresses or fax numbers are essential in order to get a quick confidential reply.

Research project: Please take great care in presenting your research project(s), which should be designed to cover a five year contract and correspond to the profile. The Selection Committees always attach considerable importance to the quality of the proposals.

The project should preferably be written in English or in French, and have a length of up to 2000 words.

It should specify the objectives and scope of the project and give indications on the background, especially how it relates to work you have already undertaken and published. It should also give some preliminary indications about the methodology you intend to follow in exploring the proposed hypotheses or theories; guidelines; indications as to the empirical components and sources; management of the research especially its organisation and the possible running of a research team.

It should also give some preliminary indications on the type of outcome and the type of support for publication you have in mind.

Formal applications should arrive by **30 September 2012** and be addressed to the Director of Academic Service at the European University Institute, by e-mail (**applypro@eui.eu**) or by post - Via dei Roccettini 9, I-50014 San Domenico di Fiesole.

Practical information about life in Florence

Learning Italian

The Institute's language service offers intensive Italian courses in September and less intensive courses throughout the year. Some other European languages are also taught. Florence has an abundance of private language schools.

Housing

Rents are very variable, likely figures for Florence and its immediate surroundings are: 650-800 Euros for a one-bedroom flat and 800-1100 Euros for a two-bedroom flat. Larger flats with three or four bedrooms run from 1100-1500 Euros, depending on size and location, and can rise to 2000-2500 Euros (villas or large luxury flats).

The Logistics Service has a Housing Office to help new faculty find suitable private accommodation. It gathers offers of private accommodation (houses, studios and rooms, generally furnished) within a radius of 10 to 12 kms from the Institute. The housing office can provide advice with finding accommodation.

Where to live depends on taste, and you should acquire additional information from the Institute's Housing Office. There is much to be said for renting a casa colonica (farmhouse) in the countryside as this will ensure that you are in contact with the real Italy but it can, however, be somewhat isolated. Equally there is much to be said for living in Florence proper. There is an excellent public transportation system. Living in Florence has all the pluses and minuses of living in a medium-sized city.

Schools

For infants, there is a crèche run by the Institute near Villa Schifanoia. For young children (8 or below), the Italian system should be seriously considered if you intend to remain eight years in Florence. There is a menu of private and public Italian schools to choose from. Many State schools still have a 6-day week, which makes it tough to take weekend trips around Tuscany. Private schools are more likely to have a 5-day a week schedule. Details will vary from school to school, and your own reaction will depend on the national system that you use as a basis for comparison, but the general feeling is that in terms of quality the Italian system is satisfactory. Italian high schools (liceo) are differentiated by type (classico, scientifico, linguistico, others). They have the reputation of offering a traditional, i.e., rigorous but dry programme that gives good preparation for university.

A small French school offers a programme that goes from maternelle to quatrième included and apart from stopping at a critical age does offer a good programme that many at the Institute take advantage of. From troisième up, the liceo "Machiavelli-

Capponi" has set up an international section in which some courses (like literature and history) are taught in French.

The International School of Florence (ISF) offers an elementary through to high-school programme in English. Places are limited (and should be reserved as soon as possible) and expensive. The high school offers the International Baccalaureate, which is recognised for university entrance throughout the world. Its American high school diploma is also recognised by the Italian government as equivalent to that of a liceo linguistico.

More detailed information about daycare and schools is available in our website at <http://www.eui.eu/ServicesAndAdmin/HealthAndFamily/Children/Index.aspx>.

Potential applicants requiring information beyond that contained in these further particulars, or who would like to discuss the vacancies informally, are welcome to contact the Head of the Department, Prof. Bartolomé Yun Casalilla (tel. +39 055 4685 520, e-mail: bartolome.yun.casalilla@eui.eu) – as of 1 October: Prof. Federico Romero (tel. +39 055 4685 606, e-mail: Federico.Romero@eui.eu).