



# RECRUITMENT

Research Executive Agency  
Marie Curie host-driven actions

ITN Coordinators Meeting  
Brussels, September 2012

# Overview

- Eligible researchers and mobility rule
- Recruitment Policies and Procedures
- Researchers' entitlements
- Reporting provisions

# Eligible researchers

## Early Stage Researchers (ESR)

- No PhD
- Research experience  $\leq 4^*$  years

*Duration of appointment: 3-36 months (typical appointment: 36 months)*

## Experienced Researchers (ER) still in their early career (only MULTI)

- PhD **or** Research experience  $\geq 4^*$  years AND
- Research experience  $\leq 5^*$  years

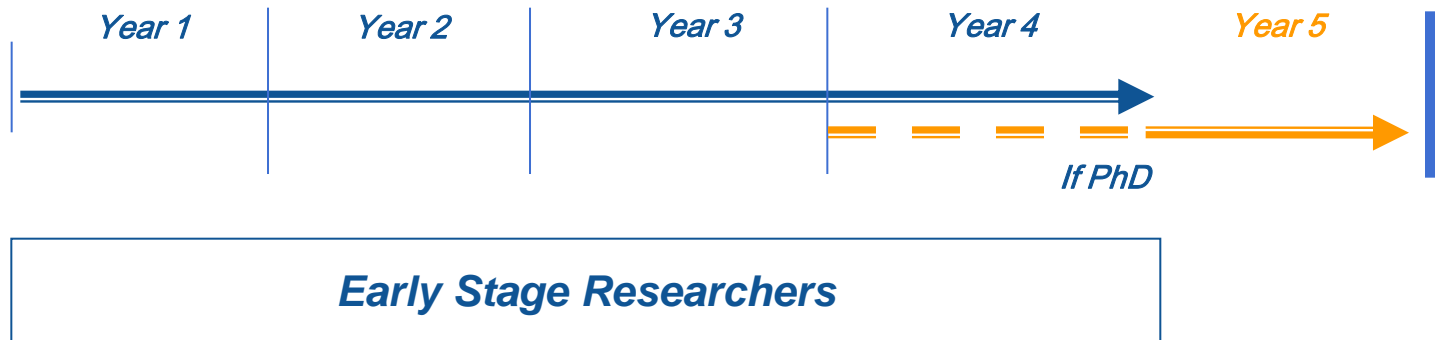
*Duration of appointment: 3-24 months*

*\* counted from the diploma that gives the rights to embark in a doctoral degree*

*“Initial Training Networks are limited to researchers in the first 5 years of their career”*

**Diploma**  
granting access to  
doctorate studies

No longer  
eligible



**Experienced Researchers**

... experience is calculated at date of recruitment!

*“The researchers may be a national of a Member State, of an Associated Country or of any other third country”*

## **Mobility rule**

The researcher must not have resided or carried out his/her main activity (work, studies, etc) in the country of his/her host organisation for more than **12 months in the 3 years** immediately prior to his/her recruitment. Short stays, such as holidays, are not taken into account.

### ***Exceptions: International Organisations***

*For international European interest organisations or international organisations located in any of the Member States or Associated countries the mobility rule does not apply to the hosting country of eligible researchers. However to be eligible the appointed researcher must not have spent more than 12 months in the 3 years immediately prior to the date of selection in the same appointing international organisation.*

# Recruitment Policies and Procedures

*“Transparent, Impartial, Equitable Selection Criteria”*  
(see also Annex III.3.4)

- Publication of vacancies
- Recruitment criteria
- Equal opportunities



*MULTI: networks have reported good experiences with central recruitment (all beneficiaries participate)*

# Researchers entitlements

- Contract with the researcher should reflect the requirements mentioned in Annex III.4
- Researchers duly informed on their **rights and obligations** as Marie Curie Fellows (Annex III.4)
- Researchers Z-card distributed to fellows at the beginning of their appointment



*“The host organisation shall appoint each eligible researcher under an employment contract”*

### Type A “Employment Contract”

- Full-time contract
- Gross amounts including all compulsory deductions under national legislation

### Type B “Fixed amount fellowship/stipend”

- ONLY WHEN national regulation would prohibit to recruit the researcher under an employment contract
- To be agreed with REA during negotiation



Allowances ... for the benefit of the fellow:

- **Living Allowance (Annex III.8.1)**

**Fixed amount** specified in Work Programme 2011/2012, adjusted by the country correction coefficient

- **Mobility Allowance (Annex III.8.2)**

**Fixed amount** depending on **family status** at date of recruitment, adjusted by the country correction coefficient

*Tuition fees **not to be charged** to researchers*

*[ftp://ftp.cordis.europa.eu/pub/fp7/docs/eligibility\\_of\\_tuition\\_fees.pdf](ftp://ftp.cordis.europa.eu/pub/fp7/docs/eligibility_of_tuition_fees.pdf)*

# Reporting provisions

## Personal Career development plan (to be designed with the supervisor)

- Short and long-term career objectives
- Training needs including complementary skills

[http://ec.europa.eu/research/mariecurieactions/funded-projects/how-to-manage/funded-projects/how-to-manage/itn/career\\_development\\_plan.pdf](http://ec.europa.eu/research/mariecurieactions/funded-projects/how-to-manage/funded-projects/how-to-manage/itn/career_development_plan.pdf)

## Declaration of Conformity (to be sent within **20 days** from the signature of the agreement)

- Duly signed by researcher & host organisation
- Submitted via PP after the appointment of each researcher

<http://ec.europa.eu/research/participants/portal/page/home>

## Researchers Questionnaires

- Mid-term questionnaire  
**WHEN** - at Mid-term review stage
- Evaluation questionnaire  
**WHEN** - at the end of appointment period
- Follow-up questionnaire  
**WHEN** - 2 years after the expiration of appointment period

<https://webgate.ec.europa.eu/sesam-fp7/questurl.do>

# ... further questions?



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**Thank you for your attention**

<http://ec.europa.eu/mariecurieactions>