



# Call for expert evaluators

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## About EIT Culture & Creativity

EIT Culture & Creativity is an initiative of the European Institute of Innovation and Technology (EIT). We are a Knowledge and Innovation Community designed to strengthen and transform Europe’s Cultural and Creative Sectors and Industries (CCSI) by connecting creatives and organisations to Europe’s largest innovation network.

For the next 7 years, EIT Culture & creativity will:

- empower and connect creatives and innovators across Europe and contribute to a more resilient, more sustainable, and transformational sector.
- unlock latent value from a multitude of small cultural and creative stakeholders through technology transfer, improved cross-sectoral collaboration and their effective integration in production value networks.
- strengthen artistic driven innovation as an indispensable part the European Innovation Ecosystem.
- reinforce the appreciation and anchoring of European values, and identities.
- harness the unique position of the Cultural & Creative Sectors & Industries to facilitate Europe’s Green, Digital and Social transitions.

EIT Culture & Creativity’s journey begins in 2023. We are building a multi-stakeholder, culturally diverse, and inclusive organisation to support a vibrant Innovation Community for the creative and cultural industries.

## Scope of work

### General Objectives

EIT Culture & Creativity will initially appoint a pool of external experts (hereinafter “Experts”) to support the evaluation and selection process for the open call for proposals for activities to be included as part of the KIC’s business plan for 2024-2025. The portfolio of proposals to be evaluated covers the thematic areas corresponding to EIT Culture & Creativity Strategic Objectives: Education, Innovation, (Business) Creation, Society and Systems<sup>1</sup>.

### Scope of work

Over the course of their appointment, experts shall:

- Become acquainted with the relevant background document (all call-related documents and guidelines) and attend the online briefing/ training with EIT Culture & Creativity officers.

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<sup>1</sup> <http://eit-culture-creativity.eu/about>



- Evaluate the assigned proposals according to the pre-defined evaluation criteria and following the scoring instructions. Experts will provide qualitative evaluation, which includes adequate explanatory justification for the score assigned to each criterion.
- Where appropriate, participate in consensus meetings with other evaluators to discuss and agree the scorings. When necessary, experts may be tasked to act as rapporteurs for the consensus meetings.

All evaluations carried out by the selected experts will be fully remote, and no allocations for travel and subsistence are assigned.

## Expertise sought

EIT Culture & Creativity aims to support the Cultural & Creative Sectors & Industries (CCSI) and the digital, green, and social transformation of Europe. Through our Strategic Objectives and Actions Programmes, we expect to bring new players to the European Innovation Ecosystem, and strengthen cultural, creative and artistic driven innovations for global challenges.

We are looking to appoint experts to evaluate proposals in each of the Strategic Objectives with experience as outlined below. An expert should, at a minimum, cover at least one of the topics stated per each area. Experts must have a proven capacity to work in English (oral and written) and possess an advanced university degree (as attested by a diploma) or equivalent work experience. Applying experts' skills, professional experience, and expertise linked to the cultural and creative industries are desirable. Previous experience of evaluating EU-funded projects, preferably Horizon 2020 or Horizon Europe, will be considered an asset.

Strategic Objective	Expertise sought
SO1. Education	Experienced education providers, managers and trainers in higher education, and vocational and lifelong learning in fields of: <ul style="list-style-type: none"> <li>• Cultural and creative industries and sectors</li> <li>• Arts, culture and heritage</li> <li>• Entrepreneurship, financial and business programmes</li> <li>• Applied technologies for the Cultural and Creative Sectors and Industries</li> </ul>
SO2. Innovation	Experienced scientists, researchers, entrepreneurs, designers, innovation managers in fields below applied to the cultural and creative industries and sectors: <ul style="list-style-type: none"> <li>• AI, data, human-machine interfaces, audiovisual technologies,</li> <li>• Materials, industrial processes, manufacturing</li> <li>• Design, eco-design, recycling, circularity</li> <li>• Business model innovation</li> <li>• Art-driven innovation</li> <li>• Social innovation</li> <li>• Digital transformation</li> <li>• Green transformation</li> </ul>



Strategic Objective	Expertise sought
<p style="text-align: center;"><b>SO3. Creation</b></p>	<p>Experienced business support managers, including investors, startup mentors, incubator and accelerator managers:</p> <ul style="list-style-type: none"> <li>• Knowledge of start-up ecosystems, start-up scouting</li> <li>• Incubation, acceleration and scaling of business</li> <li>• Experience of venture capital/private equity/ investments in startups and scaleups</li> <li>• Entrepreneurship and business management</li> <li>• Impact-investment</li> </ul>
<p style="text-align: center;"><b>SO4. Society</b></p>	<p>Experienced artistic and social innovators, policymakers, social and cultural managers, educators, and facilitators, in the following fields:</p> <ul style="list-style-type: none"> <li>• Creativity, arts and culture for wellbeing, social cohesion.</li> <li>• Citizen/community initiatives</li> <li>• Behavioural change and behavioural insights</li> <li>• Languages, cultural identities, cultural heritage.</li> </ul>
<p style="text-align: center;"><b>SO5. Systems</b></p>	<p>Experienced scientists, researchers, social innovators, policymakers, artists, social and cultural managers, educators, and facilitators, in the following fields:</p> <ul style="list-style-type: none"> <li>• Creative economy</li> <li>• Policy innovation</li> <li>• Policy evaluation</li> </ul>

## How to apply

Complete and submit your information through the online form that will be made available on <http://eit-culture-creativity.eu/openpositions>

In the Application Form, candidates are requested to submit their CV in Europass format<sup>2</sup>.

By submitting your completed expression of interest you are agreeing to be included into the EIT Culture & Creativity expert pool database. The registration will be valid for 36 months from the date of our acceptance.

Registration into the database by itself does not guarantee that you will be selected for evaluating any applications, however it is mandatory to be fully registered to become eligible for future selections. Experts will be assigned proposals based on the specificities of the proposals to be evaluated and on the individual expert's areas of expertise. Additional considerations may be based on geographical, sector and gender balance.

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<sup>2</sup> <https://europa.eu/europass/en/create-europass-cv>



If selected for a specific evaluation assignment, EIT Culture & Creativity staff will contact you to confirm your suitability and availability. Prior to any work assignment, experts will be issued a service agreement with guidelines covering; description of the tasks, duration, location (remote for the evaluation in 2023), timelines, remuneration rates, and reimbursement/payment methods. This also includes the Code of Conduct as well as the Conflict of Interest form for each assignment to be reviewed and signed.

## Payments

The role of an evaluator under this call is remunerated with a fee of EUR 500 for 1 full day / 250 for 0.5 working days. The fee is inclusive of all taxes payable. The total number of working days necessary for the evaluation task assignment will be detailed in the service agreement.

The payment of fees includes the work undertaken to become acquainted with the relevant background document(s) (all call-related documents and guidelines) and attend the online briefing training with EIT Culture & Creativity staff, assess the application, related drafting of the Individual Evaluation Reports, and the attendance at the consensus meetings.

The payment of the fee will be made, within thirty (30) calendar days from the date of the invoice acceptance. Invoices shall be paid electronically to the banking detail/account number provided by the Expert.

EIT Culture & Creativity will not remunerate experts in case of non-performance or poor performance of the work and/or breach of any substantial obligations, including the obligation of confidentiality. EIT Culture & Creativity reserves the right to refuse to remunerate experts for any report or other deliverable submitted beyond the dates and timelines requested in the service agreement. EIT Culture & Creativity reserves the right to recover any payment made to Expert who has breached the obligations arising from the declarations of confidentiality and no conflict of interest.

## Award criteria

Candidates will be assessed on their CV and online form provided at the link below.

Applications will close on 1 March 2023 at 10am CET.

Selected candidates will be informed from 6 March 2023 in case of inclusion in the roster of experts.

EIT Culture & Creativity values diversity and welcomes applications from all suitably qualified candidates regardless of age, gender, race, disability, sexual orientation, religion, or ethnic background.

A declaration of impartiality and confidentiality will be issued for its signature at the same time to be signed with the service agreement.

EIT Culture & Creativity will assess candidate's profiles based on the following documents:

- Updated Europass CV
- Application Form



## Evaluation timing

Timeline and expected evaluation periods in 2023:

- ~2nd week Feb                      Call publishing
- March                                      Selection and assignment of evaluators
- April                                        1st evaluation period (for two-step process: Expression of Interests, Eoi)
- May                                         2nd evaluation period (for one-step process: Full proposals)
- June/July                                 3rd evaluation period (for two-step process: Full proposals)

## Data Protection Notice

Your personal data will be processed by Fraunhofer Gesellschaft. The resulting registry of experts will be transferred to EIT Culture & Creativity legal entity when it is created. The said processing will allow us to manage the recruitment of the call for expressions of interest - Selection of framework expert evaluators, and more specifically:

- to enable you to submit your application and cv to apply for specific call,
- to match your details with the potential assignments related with the call and to eventually contact you
- to retain your details and notify you about future opportunities similar to the specific role for which you have contacted us;
- to answer your enquiries.

You can exercise your data protection rights by writing to [privacy@isc.fraunhofer.de](mailto:privacy@isc.fraunhofer.de) with subject « EIT Culture & Creativity»

You may find further information in the full GDPR Compliance privacy note for applicants available here: [https://dms-pr.zv.fraunhofer.de/livelink/livelink.exe/Fraunhofer-Data%20protection%20policy\\_V4.0.pdf?func=ll.anonym&nodeid=64510290](https://dms-pr.zv.fraunhofer.de/livelink/livelink.exe/Fraunhofer-Data%20protection%20policy_V4.0.pdf?func=ll.anonym&nodeid=64510290)