

International public tender for Director of the Arpad Szenes Vieira da Silva Foundation Museum

REGULATION

1. OBJECT - This International public tender aims to select the Director of the Arpad Szenes Vieira da Silva Foundation Museum. The Foundation is a private institution of public utility, and its statutes, as well as other information regarding its recent activities, can be consulted on its website www.fasvs.pt.

2. FUNCTIONS - Taking into account the nature and characteristics of the Foundation, the functions of the Museum Director include coordinating the various services and the day-to-day management of the Institution, reporting directly to the Board of Directors. Specific competencies include:

- a) presenting to the Board of Directors a proposal for an Annual Activities and Budget Plan that includes the programming proposal;
- b) coordinating the execution of approved activities;
- c) managing the collection, including the purchasing policy, donations, deposits, and loans;
- d) representing the Foundation in technical and museology initiatives;
- e) day-to-day management and preparation of quarterly reports on the execution of the activities plan and budget;
- f) presenting to the Board of Directors the annual report of activities and respective accounts.

3. DEADLINE - The deadline for submitting applications is from November 15 to December 31, 2023, and applications must be sent exclusively electronically to the email fasvs@fasvs.pt.

4. SCOPE - International public tender.

5. APPLICATIONS - Applications must be written in Portuguese or English and must contain:

- a) a letter of motivation (maximum 2 pages);
- b) academic and professional curriculum, including a summary of published bibliography (maximum of 10 pages);
- c) vision of the foundation and general programmatic guidelines for the next three years (maximum 5 pages);
- d) 3 letters of reference;
- e) authorization for the use of personal data exclusively for the purposes of this contest.

6. SELECTION PROCESS - The selection will be carried out by an independent jury consisting of Professor Dr. Raquel Henriques da Silva, who will preside, Dr. Teresa Patrício Gouveia, and Dr. Vicente Todoli. Decisions will be made by majority vote and are final, and they will be officially recorded on the Foundation's website. The jury will choose up to three candidates, who will be interviewed in person or by zoom, who will be interviewed in

person or electronically, in the presence of a member of the Board of Directors, who will not vote.

In the event of a conflict of interest between a candidate and a jury member, the latter must abstain from participating in any decision concerning that candidate.

7. CRITERIA OF CHOICE - The jury will consider the following priority criteria in their decision:

- a) quality of the proposals presented, taking into account their adequacy to the statutory objectives of the Foundation, their innovative nature, and their technical and financial feasibility;
- b) candidate's motivation;
- c) academic background, professional experience, and relevant bibliography;
- d) organizational, management, communication, and fundraising skills.

8. TERM OF OFFICE - The term of office of the Director will begin on February 15, 2024, and end on December 31, 2027, and may be extended for a single period of 3 years. Exceptionally, the Foundation may agree with the chosen candidate on a different start date for assuming the position.

9. WORKING CONDITIONS - The selected candidate will be hired in accordance with Portuguese law and will receive the social benefits provided by it to all workers, with a gross monthly salary of €3,400, plus Holiday and Christmas bonuses of the same amount, a lunch allowance of €10.88 per working day, and private health insurance in effect for Foundation employees. The position will be full-time, with the workplace at the Foundation's headquarters.

10. WORKING LANGUAGES - Portuguese or English. If the selected candidate does not speak Portuguese, they must commit to attending a Portuguese language course chosen by the Foundation, with a minimum duration of six months, and the Foundation will cover the respective cost.

11. RESIDENCE SUPPORT - If the chosen candidate resides more than 50 km away from Lisbon, the Foundation may provide free accommodation in a room at the Atelier Vieira da Silva House located near the Foundation, for a maximum period of 6 months.

12. CLARIFICATIONS - Any requests for clarification about this Contest should be addressed to the President of the Board of Directors of the Foundation by email fasvs@fasvs.pt by December 15, with the response communicated to all known competitors by that date. The results of the Contest will be communicated to all competitors by email within a maximum of 15 days after the decision.

13. DATA PROTECTION - All personal data provided by competitors will be used exclusively for this Contest, and those individuals must expressly authorize their use.