UNIVERSITÀ DI PAVIA
Dipartimento di
Musicologia e Beni Culturali

MIRCat www.mircat.org
MUSICAL INSTRUMENT
RESEARCH CATALOG

REM@KE
Reconstructing Embodied
Musical Knowledge
at the Keyboard

CORDIMUS
Conservation, restoration and digitalisation
of musical instruments

DISCLAIMER: The English version is a translation of the original in Italian for information purposes only. In case of a discrepancy, the Italian original will prevail.

The date, reference number and protocol number are those assigned by the computerised procedure when the document is registered.

SELECTION NOTICE No. 3/2026

established by Resolution rep. 137/2026 ref. 158240 dated 23/09/2026

Call for expressions of interest for direct appointment, pursuant to Article 22-ter, paragraph 4, of Law 240/2010, of 1 Research assignment at the Department of Musicology and Cultural Heritage for the introduction of young scholars to research and innovation

The Director of the Department of Musicology and Cultural Heritage at the University of Pavia, pursuant to Article 22-ter, paragraph 4 of Law 240/2010 and the Regulations for the assignment of research positions, intends to assign a young scholar who possesses:

- **Master's degree or single-cycle degree or equivalent foreign qualification, obtained no more than 6 years prior to the expiry date of the aforementioned Notice;**

- **Scientific and professional CV suitable for assisting in the implementation of the Research Programme;**

A research assignment on the **subject** of: Stringed Keyboard Lexicographer for the MIRCat and CORDIMUS joint database on terminology of keyboard instruments within the REM@KE Synergy Project - **Supervisor** Prof. Massimiliano Guido - **G.S.D.** 10/PEMM-01 **S.S.D.** PEMM-01/C.

Description of Research Programme
The successful candidate will research, compile, and edit the content for the database of components of keyboard musical instruments, sponsored and maintained by MIRCat (Musical Instrument Research Catalogue https://mircat.org/) in association with the Interuniversity Centre CORDIMUS, and the Synergy ERC Project REM@KE. The database main language is English, but the platform will be multilingual: the candidate is required to have C1 English and have preferably a good knowledge of Italian (B2). An excellent knowledge of keyboard organology is required, as well as previous competences in cataloguing. A significant part of the work will be discussion with organologists, including instrument makers, restorers, conservators, and curators: good interpersonal skills. The lexicographer will work under the joint supervision of John Watson and Massimiliano Guido.

Duration of assignment:
12 months

Additional qualifications/experience/skills that may be considered:
- Research focus on keyboard organology and taxonomy of musical instruments;
- Experience in cataloguing musical instruments, in particular keyboards;
- Experience in museums, in particular in the curatorial and conservation departments;
- scholarships or other scientific recognition in the field of organology;
- PhD in organology;
- Familiarity with spreadsheets, databases, and digital imaging will be important;
- C1 level proficiency in English and preferably with a good knowledge of Italian (B2)
- Good interpersonal communication skills.

Financial terms of the assignment:

The activity provides for a **gross annual** income of **€ 22.500,00**= including all charges payable by the assignee and is paid to the beneficiary in monthly instalments.

Research assignments are subject to the provisions of Article 4 of Law No. 476 of 13 August 1984 with regard to taxation, and to the provisions of Article 2, paragraphs 26 et seq. of Law No. 335 of 8 August 1995, as amended, with regard to compulsory maternity leave, the provisions of the Decree of the Minister of Labour and Social Security of 12 July 2007, published in the Official Gazette No. 247 of 23 October 2007, and, with regard to sick leave, Article 1, paragraph 78, of Law No. 296 of 27 December 2006, as amended. During the period of compulsory maternity leave, the allowance paid by INPS pursuant to Article 5 of the aforementioned decree of 12 July 2007 is supplemented by the university up to the full amount of the research grant.

Financial coverage is guaranteed by the funds available for the project ERC_SYNERGY_REMAKE_2025_GUIDO - ERC-2024-SyG ERC SYNERGY GRANTS - "Reconstructing Embodied Musical knowledge At the Keyboard" - REM@KE - G.A. 101167101 - CUP F13C25000830006 (P.I. Prof. Massimiliano Guido).

Submission of expressions of interest:
Expressions of interest must be submitted using the form attached to the call for applications, accompanied by the scientific and professional curriculum vitae, a motivation letter, and any relevant publications (up to a maximum of three) and acknowledgement of the privacy policy. They must be addressed to the Director of the Department of Musicology and Cultural Heritage – Corso Garibaldi n.178 – 26100 Cremona and must be received by the deadline.

by and no later than 07/12/2026 at 12:00 p.m. CET

in one of the following ways:

- registered post with acknowledgement of receipt, with a single envelope addressed to the Director of the Department of Musicology and Cultural Heritage of the University of Pavia, Corso Garibaldi n.178 – 26100 Cremona; For compliance with the deadline for submission of applications, the stamp of the Department receiving the application shall be valid and not that of the post office accepting the shipment;
- by certified email (PEC) to amministrazione-centrale@certunipv.it - Candidates must use a personal certified email account, otherwise they will be excluded from the selection process;
- by standard email to webmaster.musicologia@unipv.it - The date and time of transmission of the email will be used to verify compliance with the deadlines.

The Scientific Supervisor will evaluate the Curricula and any attached qualifications and documents proving the scientific and professional experience of the candidates (a motivation letter, and any relevant publications up to a maximum of three) by comparing them, with a view to ascertaining the best match with the required characteristics, based on the following evaluation criteria:

Criteria for evaluating the Curriculum Vitae (and any attached qualifications and documents proving the scientific and professional experience of the candidates)	Relevance and pertinence of the candidate's qualifications, previous research activities and any professional experience in relation to the objectives and subject matter of the research programme; motivation letter.	Up to 75 score
	Relevance of the submitted publications to the research programme.	Up to 25 score
	Assessment of proficiency in English (C1 level).	Suitable or unsuitable

The assessment is carried out by the Scientific Director, who formulates an overall evaluation for each candidate; the Scientific Director reserves the right to interview candidates (or only some of them). The oral assessment will be evaluated as suitable or unsuitable.
The evaluations, the reasons for the choices made, and the merit ranking of the candidates are recorded in a specific report.

The following persons may not submit expressions of interest:

a) professors and researchers employed on a permanent basis by universities, public research bodies and institutions whose advanced scientific diploma has been recognised as equivalent to a PhD pursuant to Article 74, paragraph 4, of Presidential Decree No. 382 of 11 July 1980;

b) those who have benefited from fixed-term research contracts pursuant to Article 24 of Law 240/2010;

c) those who have a family relationship or affinity up to and including the fourth degree with a professor belonging to the Department that proposed the activation of the contract, or with the Rector, the Director General or a member of the Board of Directors.

The University of Pavia, as data controller (with registered office at C.so Strada Nuova n. 65, 27100 Pavia – certified email address amministrazione-centrale@certunipv.it) through the internal data processor Prof. Daniele Sabaino, Director of the Department of Musicology and Cultural Heritage, will process the personal data provided by candidates for participation in the competition in compliance with the conditions of lawfulness set out in Regulation (EU) 2016/679. Further information on the processing of personal data by the University of Pavia can be found at the link: http://privacy@unipv.it.

Pursuant to the provisions of Article 5 of Law 241/1990, the person responsible for the procedure referred to in this notice is the Administrative Coordination Secretary, Dr. Pierluigi Bontempi.

This notice and the final selection ranking will be available both on the University notice board: https://alboufficiale.unipv.it and on the Transparent Administration Portal: https://unipv.patisweb.it

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The Director of Department
Prof. Daniele Sabaino
(digitally signed)

Personal Data Processing Policy

Pursuant to Article 13 of Regulation (EU) 2016/679 and subsequent amendments and additions, we hereby inform you that the data provided by candidates is collected by the University of Pavia, the Data Controller, in compliance with the conditions of lawfulness set out in Regulation (EU) 016/679 and processed mainly by computerised and telematic means. Specifically, the data will be processed for the purposes of managing the selection procedure and, following the possible award of the position, for purposes related to the management of the relationship itself and for the performance of its tasks in the public interest or in any case connected with the exercise of its public powers, including the obligations required by law for the purposes of managing the administrative relationship, including archiving, historical research and analysis for statistical purposes. The data will be processed exclusively by staff and collaborators of the University or companies expressly appointed as data processors. Outside of these cases, the data will not be disclosed to third parties or disseminated, except in cases specifically provided for by national or European Union law. Please note that, in accordance with Legislative Decree 33/2013 and subsequent amendments and additions, and in compliance with the restrictions imposed by personal data protection legislation and the principles of necessity, relevance and non-excessiveness, the data relating to the appointment of the successful candidate in this procedure and their curriculum vitae will be published in the “Transparent Administration” section of the institutional website. The determination of the period of retention of personal data complies with the principle of necessity of processing. The data will be retained in accordance with the rules on the retention of administrative documentation. Data subjects have the right to request the data controller to access their personal data and to rectify or erase it or to restrict the processing concerning them or to object to the processing (Articles 15 et seq. of EU Regulation 679/2016). The specific request must be submitted in writing to the University of Pavia, Data Protection Officer, RPD- C.so Strada Nuova n. 65, 27100 Pavia, email: privacy@unipv.it. Data subjects also have the right to lodge a complaint with the Data Protection Authority in accordance with the procedures set out in Regulation (EU) 2016/679. Further information on the processing of personal data by the University of Pavia can be found at the following link: http://privacy@unipv.it.

To the Director of the
Department of Musicology and Cultural Heritage
at the University of Pavia
Corso Garibaldi, 178
Cremona - 26100

SUBJECT: Expression of interest - Selection notice 3/2026 for the direct award, pursuant to Article 22-ter, paragraph 4, of Law 240/2010, of n. 1 Research assignment at the Department of Musicology and Cultural Heritage for the introduction of young scholars to research and innovation, concerning: Stringed Keyboard Lexicographer for the MIRCat and CORDIMUS joint database on terminology of keyboard instruments within the REM@KE Synergy Project - supervisor Prof. Massimiliano Guido

The undersigned …….. born in ……. (Province) on …….. and resident in …… (Province) - Postcode ……. Street ……. No……. Tax code …….. Telephone number …… Email …….. - Nationality …….

SUBMITS

his/her expression of interest in participating in the selection process referred to in the Notice in question

DECLARES
(select the various items)

o to have read and understood the entire content of the Notice and to accept its conditions
o to meet the participation requirements set out in the Notice
o not to be in any of the situations of incompatibility provided for in the Regulations for Research Assignments, Art. 22-ter of Law 240/2010
o that they are not an employee of a public administration
or
o that they are an employee of a public administration and are aware that, if successful, they will have to take unpaid leave from their current administration
(Public Administration to which they belong: _____)
o to be or have been the holder of research assignments pursuant to Article 22-ter of Law No. 240/2010 - Please note: pursuant to Article 22-ter of Law No. 240/2010, the total duration of research assignments (including the duration of this Notice), even if stipulated with different institutions, cannot exceed 3 years, even if not continuous, except in the cases referred to in paragraph 7, Article 22-ter
or
o that they have never held a research assignment pursuant to Article 22-ter of Law No. 240/2010
o that they have read the information on data processing attached to the selection notice and are aware that the provision of data is mandatory for the purposes of participating in the selection process.

Find attached Curriculum vitae et studiorum including attachments listing your qualifications and documents proving your scientific and professional experience, a letter of motivation, any relevant publications (up to a maximum of three) and a copy of a valid identity document to this application form.

Yours sincerely.

Date and signature