



*Ministero dei beni e delle attività culturali e del turismo*  
DIRECTORATE-GENERAL OF ORGANISATION

The Director General

Having considered the:

- Article 17, *para* 4-bis, letter e), of Law no. 400 of 23 August 1988;  
Legislative Decree no. 300 of 30 July 1999 and subsequent modifications;  
Legislative Decree no. 368 of 20 October 1998 and subsequent modifications;  
Legislative Decree no. 165 of 30 March 2001, and subsequent modifications and, in particular Article 19 thereof;  
Presidential Decree no. 189 of 30 July 2009;  
Legislative Decree no. 3 of 8 January 2004 and subsequent modifications;  
Legislative Decree no. 42 of 22 January 2004, and subsequent modifications, containing the «Cultural Heritage and Landscape Code, pursuant to Art. 10 of Italian Law no. 137 of 6 July 2002», henceforth termed «Code»;  
Decree-Law no. 83 of 31 May 2014, converted, with modifications, from Law no. 106 of 29 July 2014, and in particular Article 14, *para*. 2-bis, which states that the appointment of Directors of state-run museum complexes (*“poli museali”*) and cultural institutions which hold management-level status may be made *“as a result of public selection procedures, for periods lasting between three and five years, to individuals who possess proven professional qualifications in the protection and enhancement (*“valorizzazione”*) of cultural heritage as well as documented high-level experience in the management of cultural institutions and sites”*;
- Decree of the President of the Council of Ministers no. 171 of 29 August 2014;  
Ministerial Decree of 27 November 2014, on the “Organisation of non-general management Offices of the Ministry of Cultural Heritage and Activities and Tourism”;  
Ministerial Decree of 27 November 2014, on the “Definition of the criteria and procedures for the appointment of management positions”;  
Ministerial Decree of 23 December 2014, on the “Organisation and operation of state museums”, currently being registered;  
“Guidelines for the technical and scientific criteria and the operation and development standards of museums” as detailed in the Ministerial Decree of 10 May 2001;  
Note of 5 January 2015 with which the Minister, pursuant to Article 3 of the Ministerial Decree of 27 November 2014, on the “Definition of the criteria and procedures for the appointment of management positions”, has decided to proceed with a public selection of the Directors for all 20 museums that hold management-level status pursuant to Article 30, *para*. 3, of the Decree of the President of the Council of Ministers no. 171 of 29 August 2014, and the Ministerial Decree of 27 November 2014, on the “Organisation of non-general management Offices of the Ministry of Cultural Heritage and Activities and Tourism”, additionally indicating that directorial appointments to Offices holding general manager status will have a duration of four years;
- And, together with the Director-General of Museums, having considered it appropriate that the four-year duration of the positions should also apply to directorial appointments to Offices holding non-general manager status;



*Ministero dei beni e delle attività culturali e del turismo*

DIRECTORATE-GENERAL OF ORGANISATION

And the notes of the Head of the Cabinet no. 91 of 7 January 2015, of the Head of the Legal Office no. 82 of 7 January 2015, of the Secretary General no. 45 of 7 January 2015, and of the Director-General of Museums of 7 January 2015, with which they assent to the contents of this Decree;

Decrees:

Article 1

*(Purpose of the public selection procedure)*

1. The Ministry of Cultural Heritage and Activities and Tourism, henceforth termed “Ministry”, announces a public selection procedure for the appointment of the Directors of the following institutions:

*a) general management status Offices*

- 1) Galleria Borghese, Roma
- 2) Gallerie degli Uffizi, Firenze
- 3) Galleria Nazionale d’Arte Moderna e Contemporanea di Roma
- 4) Gallerie dell’Accademia di Venezia
- 5) Museo di Capodimonte, Napoli
- 6) Pinacoteca di Brera, Milano
- 7) Reggia di Caserta

*b) non-general management status Offices*

- 1) Galleria dell’Accademia di Firenze
- 2) Galleria Estense di Modena
- 3) Gallerie Nazionali d’arte antica di Roma
- 4) Galleria Nazionale delle Marche, Urbino
- 5) Galleria Nazionale dell’Umbria, Perugia
- 6) Museo Nazionale del Bargello, Firenze
- 7) Museo Archeologico Nazionale di Napoli
- 8) Museo Archeologico Nazionale di Reggio Calabria
- 9) Museo Archeologico Nazionale di Taranto
- 10) Parco archeologico di Paestum
- 11) Palazzo Ducale di Mantova
- 12) Palazzo Reale di Genova
- 13) Polo Reale di Torino

2. The Director is responsible for the overall management of the museum, as well as for the implementation and development of its cultural and scientific purpose, and performs the tasks described in Article 35, para. 4, of the Decree of the President of the Council of Ministers no. 171 of 29 August 2014. In particular, the Director:



## *Ministero dei beni e delle attività culturali e del turismo*

### DIRECTORATE-GENERAL OF ORGANISATION

- a) plans, steers, coordinates and monitors all of the museum's management activities, including the organisation of shows and exhibitions, as well as the analysis, enhancement, communication and promotion of the museum's heritage;
- b) curates the museum's cultural plan, ensuring that it is a vital, inclusive site capable of promoting the development of culture;
- c) without prejudice to the powers of the Director of the relevant Regional Museum Complex ("*polo museale regionale*"), the Director sets the cost of entry tickets, having conferred with the Directorate-General of Museums and the Regional Museum Complex, and in compliance with the guidelines drafted by the Director-General of Museums;
- d) establishes the museum's opening hours so as to ensure the broadest possible attendance, in compliance with the guidelines drafted by the Director General of Museums;
- e) ensures the highest possible standards in terms of management and communication, innovation in teaching and technology, to promote users' active participation and to provide in the provision of concrete formative learning experiences;
- f) guarantees full collaboration with the Directorate-General of Museums, the Regional Secretary of the Ministry of Cultural Heritage and Activities and Tourism, the Director of the relevant Regional Museum Complex and the Superintendence offices;
- g) guarantees a close collaboration with the local community, including with research and all other initiatives, also to expand the museum's collection with new acquisitions, to organise temporary exhibitions or to promote archiving, scholarship, restoration, communication and enhancement activities;
- h) authorises the loan of artworks in overseen collections for exhibitions and shows within the national territory and abroad, in accordance with Article 48, para. 1 of the Code, also in compliance with the cultural agreements that may be reached by the Directorate-General of Museums for the purpose of organising shows and exhibitions, having conferred with the competent Directorates-General and, for loans abroad, also with the Directorate-General of Museums;
- i) having conferred with the relevant sector superintendent, authorises the study of and publications regarding the materials on show and/or stored in the museum;
- l) makes arrangements for the conferral of the museum's activities and public services of enhancement, pursuant to Article 115 of the Code and the Decree of the President of the Council of Ministers no. 171 of 29 August 2014;
- m) assists the Director-General of Budget and the Director-General of Museums in encouraging donations by private persons in support of culture, also through specific agreements with institutions, cultural sites and local authorities; to this end, s/he promotes specific awareness and fundraising campaigns, also through crowd-funding;
- n) performs research activities, the results of which are made public, also through electronic media; makes proposals to the Directorate-General of Education and Research concerning initiatives aimed at dissemination, education, training and research connected to the collections under their tutelage, and collaboration on the training activities that are coordinated and authorised by the Director-General of Education and Research, including hosting the work-experience activities envisaged within the context of said training activities and programs;
- o) acts as a commissioning body ("*stazione appaltante*").



## *Ministero dei beni e delle attività culturali e del turismo*

### DIRECTORATE-GENERAL OF ORGANISATION

3. The Director is further required to carry out the tasks established by the Ministerial Decree of 23 December 2014 with reference to a Board of Directors and a Scientific Advisory Committee, bodies of museums which enjoy a special degree of autonomy.

4. The Director of the *Palazzo Reale di Genova*, the Director of the *Galleria Nazionale delle Marche* and the Director of the *Galleria Nazionale dell'Umbria* also perform the functions of Directors of the Regional Museum Complex ("*polo museale*") of the regions of Liguria, Marche and Umbria respectively, without receiving any additional compensation. The job description for Directors of the Regional Museum Complex is detailed in Article 34 of the Decree of the President of the Council of Ministers no. 171 of 29 August 2014, as well as in the Ministerial Decree of 23 December 2014.

5. With reference to the museums included under para. 1, letter a), the provisions of Article 11, para. 2, letter c), of the Decree of the President of the Council of Ministers No. 171 of 29 August 2014 shall apply, according to which the Secretary General, when encountering inactivity, is entitled to prompt to action the Directors of field general management status Offices and, where said inactivity and non-compliance with their specific activities is protracted, shall assume the place of the Director and adopt all necessary acts. With reference to the activities performed by the museum Directors detailed in para. 1, letter b), the Director-General of Museums, pursuant to Article 20, para. 1, of the Decree of the President of Italian Council of Ministers no. 171 of 29 August 2014, also upon suggestion by the Regional Secretary of the Ministry of Cultural Heritage and Activities and Tourism, can exercise powers of management, steering, coordination and supervision, and, only when necessary and urgent, having first informed the Secretary General, shall resort to a callback or a replacement.

#### Article 2 (Eligibility)

1. Eligibility for participation in the selection procedure requires:

a) *educational qualifications*: an Italian *laurea specialistica* or *magistrale*, or a degree certified according to the education system in force before the issuance of the regulations contained in the Decree of the Ministry for Universities and Scientific and Technological Research no. 509 of 3 November 1999, or equivalent educational university qualifications attained abroad

b) *professional experience*: specific and proven professional qualifications on the protection and enhancement of cultural heritage, demonstrated by the existence of one or more of the following prerequisites:

- Holding a Managerial status within the Ministry;
- Having held management positions, for at least a five-year period, in public or private institutions, or public and private companies, in Italy or abroad;
- possessing a particular professional, cultural and scientific specialisation, that is evident from the candidate's graduate or post-graduate career, from scientific publications and from concrete work experiences, for at least a five-year period, also within public administrations, in Italy or abroad;
- having proven research and academic experience in Universities in Italy or abroad.



*Ministero dei beni e delle attività culturali e del turismo*

DIRECTORATE-GENERAL OF ORGANISATION

Article 3

*(Submission of applications)*

1. Those interested in participating in the selection procedure must submit their candidacy on the Ministry's website, at the URL [www.beniculturali.it/museitaliani](http://www.beniculturali.it/museitaliani), by 12 midnight GMT of 15 February 2015.

2. The application – to be filled out online on the Ministry's website (for the form, see Annex 1) – must include a *curriculum vitae* and a brief motivation letter (1000 words maximum) written in Italian and English. If an application is submitted for more than one of the museum posts subject of this selection, an order of preference may be indicated in the motivation letter.

3. The *curriculum*, duly dated and signed, must contain all the information that is useful and necessary to assess all of the candidate's training, qualifications and professional activities.

4. The application must also be accompanied by a certification of the truth and accuracy of all information provided, pursuant to the Italian Presidential Decree No. 445 of 28 December 2000 (Annex 2), a statement of the absence of any grounds for inadmissibility or incompatibility, pursuant to the Italian Legislative Decree no. 39 of 8 April 2013 and subsequent modifications (Annex 3) and a statement of no criminal record and of not being the subject of any pending criminal proceedings; if a criminal record exists or if criminal proceedings are pending [against the candidate], details of the sentence or of the pending criminal proceedings must be specified, as indicated in the documentary evidence held by the competent courts (Annex 4).

5. The application must be accompanied by an authorisation to process personal data, limited to the selection procedure in question, pursuant to the Personal Data Protection Code as reported in the Italian Legislative Decree no. 196 of 30 June 2003.

Article 4

*(Board)*

1. Pursuant to paras. 3 and 4 of Article 3 of the Ministerial Decree of 27 November 2014, for the purpose of enabling the selection to take place, an Examination Board (henceforth, "Board") will be established by 28 February 2015, comprising 5 members selected from among experts of the highest repute in the cultural heritage sector.

2. Participation in the Board does not entitle Board members to any compensation, nor to any form of fee or emolument of any kind, besides the reimbursement of duly incurred and documented expenses.

3. The Board may take office and commence operating only after a 30-day period has elapsed since the date of the Ministerial Decree of appointment. During this time, the candidates may present petitions for the recusal of Board members. Once this period has expired and, in any case, once the Board has been instated, no Board member may be recused. Decisions on petitions to recuse are taken by the Director General of Museums.



*Ministero dei beni e delle attività culturali e del turismo*

DIRECTORATE-GENERAL OF ORGANISATION

Article 5  
(Board Operation)

1. The candidates admitted to the selection, following verification of the eligibility criteria indicated in Article 2 above, are examined and assessed by the Board on the basis of the criteria indicated in Article 19, para. 1, of Legislative Decree No. 165 of 30 May 2001 and subsequent modifications, and of the following additional criteria:

a) *educational qualifications:*

1. an Italian *laurea specialistica* or *magistrale*, or a degree certified according to the education system in force before the issuance of the regulations contained in the Decree of the Ministry for Universities and Scientific and Technological Research no. 509 of 3 November 1999, or equivalent educational university qualifications attained abroad;
2. other academic qualifications (research doctorate, master and/or specialisation diplomas) attained in Italy or abroad and relating to the safeguarding, management and exploitation of cultural heritage;
3. publications and/or scientific awards on issues relating to the safeguarding, management and exploitation of cultural heritage;

b) *professional experience, acquired in Italy and/or abroad:*

1. specific documented professional experience in matters concerning the safeguarding, management and exploitation of cultural heritage;
2. specific documented professional experience in the operation and/or management of museums, including the conservation and exploitation of collections, activity planning, human resource, financial and capital management;
3. complexity of the activities and/or facilities managed and the results achieved;
4. specific competence relating to the collections and/or body of works of the museum or museums for which the candidate has submitted an application;
5. experience in the conception and implementation of communication projects;
6. experience in the conception and implementation of fundraising projects;
7. experience in the management of boards of directors and/or scientific advisory committees;
8. experience in the drafting and implementation of agreements with both public and private parties;

c) *additional competences:*

1. actual knowledge of and ability in the use of technologies, particularly those pertinent to the museum context;
2. ability to communicate with all stakeholders, both internal and external to the institution;
3. knowledge of the Italian language;
4. knowledge of other languages;
5. knowledge of the Italian cultural heritage, with particular emphasis on the collections held in the museum or museums for which the application was made;
6. knowledge of the organisation of the Ministry and the Italian administrative system.



*Ministero dei beni e delle attività culturali e del turismo*  
DIRECTORATE-GENERAL OF ORGANISATION

2. The Board, during its first meeting, which may also be held by means of electronic telecommunications media, within 5 days of the expiry of the time-period indicated in Article 4, para. 3 of this Decree, may identify additional evaluation criteria and assigns a weight to all criteria, it being understood that, pursuant to Article 14, para. 2-bis, of the Italian Legislative Decree no. 83 of 2014, converted into Law no. 106 of 2014, the greatest weight shall be given to the possession of proven professional qualifications in the protection and enhancement (“valorizzazione”) of cultural heritage as well as documented high-level experience in the management of cultural institutions and sites.

3. The Board, having examined all applications received, shall select a maximum of 10 candidates for each institution on the basis of the *curricula* and the motivation letters, and will call them for an interview, which will take place in the month of May 2015, at the offices of the Ministry for Cultural Heritage and Activities and Tourism, in Via del Collegio Romano, 27, Rome. At the time of the interview and in any case within 90 days of the deadline for submitting applications, the Board will identify three candidates for each institution, to be proposed to the Ministry or the Director General of Museums.

4. The selection of the candidate to be appointed, from among the three shortlisted candidates as required by para. 3 of this Article, is made, on the basis of the analysis performed by the Board and its final report, while taking into account the preferences indicated by the participants in the motivation letter presented at the time of submitting their candidacy:

- by the Minister for the museums indicated under letter a) of Article 1 of this Decree, and
- by the Director General of Museums, for the museums detailed under letter b) of Article 1 of this Decree.

Article 6  
(Appointment to the post)

1. Pursuant to Article 30, *comma* 6 of the Decree of the President of the Council of Ministers No. 171 of 29 August 2014:

- a) the appointment of Directors with general manager status as described in letter a) of Article 1 of this Decree is made by a Decree of the President of the Council of Ministers, proposed by the Minister;
- b) the appointment of Directors with non-general manager status as described at letter b) of Article 1 of this Decree is made by the Director General of Museums.

Article 7  
(Duration of the appointment)

- 1. Each appointment will have a duration of 4 years.



*Ministero dei beni e delle attività culturali e del turismo*  
DIRECTORATE-GENERAL OF ORGANISATION

Article 8  
(Salary)

1. The gross annual salary amounts to:
  - a) for museum directors with general manager status as described in letter b) of Article 1 of this Decree:  
EUR 145,000, plus any target-based bonuses, based on the Director's annual assessment and the funds available for these bonuses, up to a maximum of EUR 40,000;
  - b) for museum directors with non-general manager status as described in letter b) of Article 1 of this Decree:  
EUR 78,000, plus any target-based bonuses, based on the Director's annual assessment and the funds available for these bonuses, up to a maximum of EUR 15,000;

Article 9  
(Conduct and conclusion of the public selection procedure)

1. The Office responsible for this procedure is the Directorate-General for Organisation; the person in charge of the procedure is Dott.ssa Cristina D'Urso, email: [info-musei@beniculturali.it](mailto:info-musei@beniculturali.it)
2. The performance and outcome of the selection procedure will be duly publicised in the form and manner prescribed by law.
3. The procedure shall be completed by 15 May 2015. If necessary, and owing to specific and reasoned requirements connected to its operation, the Board may request an extension of this term for a period that may not exceed 60 days.

*Note:* This English translation has the purpose of circulating, as broadly as possible, at the international level, this Call for Applications for Directors of Museums. The only legally valid version is the original Italian Call (*Decreto del Direttore Generale Organizzazione 7 gennaio 2015*).

Rome, 7 January 2015

THE DIRECTOR-GENERAL  
(Dott. Gregorio Angelini)