JAGIELLONIAN
UNIVERSITY
IN KRAKOW

Centre for
European Studies

Kraków, 17.08.2015

ENQUIRY

Application for performing services, value not to exceed a sum of 30,000 euro remuneration for completion of task: seminars or lectures taught for the MA in European Studies programme

In the framework of the project entitled "*Research and expertise in society*", realized at the Jagiellonian University, co-financed by grant from Iceland, Liechtenstein and Norway through the EEA and Norway Grants and co-financed by the Polish funds. We would like to invite to submit an offer for an enquiry to conduct a course on *„European Civilisation"*

Reference number 48/RES/2015

Contracting Party:

Uniwersytet Jagielloński, 31-007 Kraków, ul. Gołębia 24

Name of the university entity in charge of the enquiry:
Centre for European Studies, 31-131 Kraków, ul. Garbarska 7a

1. Description of the enquiry

The Centre for European Studies seeks to employ on the basis of a specific-task contract to conduct a course on "European Civilisation".

The course will be divided into 2 parts and each part will cover the following topics:

Part 1:

No.	**Lecture titles**
1.	The concepts of culture and civilization
2.	Culture as a symbolic system / Cultural pluralism
3.	European cultural heritage – Greece & Rome

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31-131 Kraków, Poland
tel. +48 12 429 62 07
tel /fax +48 12 429 61 95
e-mail: office@ces.uj.edu.pl
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4.	European cultural heritage – Christianity
5.	European cultural heritage – the Renaissance
6.	European cultural heritage – the Enlightenment
7.	European nations
8.	Tradition, modernity, post-modernity
9.	Social stratification & culture Elite & mass culture
10.	Construction of European identities
11.	Migration & minorities
12.	The issue of multiculturalism

Part 2:

No	Seminar titles
1.	Introduction
2.	The concept of civilization
3.	*e pluribus unum* – cultural pluralism & "European" culture
4.	The roots of Europe? The Roman & Greek legacy
5.	Christianity & Its Others -European cultural heritage
6.	The Renaissance
7.	The Enlightenment
8.	The state or the nation
9.	Tradition & Modernity
10.	Class & culture
11.	In the minority – the construction of European identities
12.	*Volkswanderung* – migration as the defining European

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	strength
13.	Rumours of my death have been greatly exaggerated - multiculturalism

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Partial offers (for Part 1 and Part 2) will be accepted.

Responsibilities of the Contractor:

- to conduct a course on "European Civilisation" (in English) – 60 teaching hours (1 teaching hour – 45 minutes) for Part 1 and Part 2 (30 teaching hour for each part);
- to prepare and mark the final exam and assignments students are obliged to fulfilled during the semester;
- to label all educational materials (e.g. powerpoint presentations, handouts, according to the Guidelines pertaining to labeling (signage) of the Scholarship and Training Fund.

Responsibilities of the Contracting Party:

- to prepare the course schedule;
- to schedule the exam for the course.

Professional requirements:

- at least a PhD in the field of social science or humanities for Part 1; at least a MA in the field of social science or humanities for Part 2;
- at least 4 academic articles/books chapters/ books related to the problem of a course;
- participation in at least 4 conferences, seminars related to the problem of a course;
- teaching at least one course in English over the past 2 years.

Intellectual rights:

The purchaser shall have non-exclusive intellectual rights to use of intellectual property in all of the following areas:

- sound recordings of seminar;
- any form of duplication and dissemination of materials, including granting public access to copies, for educational purposes, which shall not infringe upon the author's rights of publication;

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- including the whole or parts of the work in brochures, catalogues, and other similar publications of the purchaser.

2. Payment
   Payment of remuneration will be made within 60 days of the completion of the work and after the confirmation by the purchaser of its adequate and timely completion.

3. Dates
   The course must be conducted during the Autumn semester in 2015/16 academic year.

4. The closing date for applications is 15.00 CET on **Monday 24 August 2015**. Please include the words 'Enquiry no 48/RES/2014' in the subject line of all email correspondence.
   It is the responsibility of each applicant to ensure that his or her application arrives by the deadline.

5. Application should be sent by email to: resproject@uj.edu.pl or submitted in person to the Office of Centre for European Studies, ul. Garbarska 7a, 31-131 Kraków.
   Queries about the application processes should be addressed to dr Marta Warat, Centre for European Studies, email: warat@ces.uj.edu.pl
   All enquires will be treated in strict confidence; they will not form part of the selection decision.

6. Application should include:
- application form;
- CV confirming the qualification described in point 1.

7. Applications for this post will be considered by a selection committee containing representatives from the Institute of European Studies. The selection committee will also make the final decision as soon as possible after the closing date. Only applications meeting the formal criteria will be considered. Applications will be judged against the criteria which are set out in point no 1 (60%) and the remuneration requested (40%).

   In the assessment of the remuneration, the commission will allocate points to the Contractors, calculated according to the following formula:

   P = Cmin/Co x 10. where: P – the amount of points for the price Cmin – the lowest price offer amongst the tendered offers Co – price of the considered offer

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The calculations will be made to two decimal places. The Contracting Party reserves the right to negotiate the price with the Contractor in instances when the tendered price is greater than the Project budget allows.

In the assessment of the academic experience (criteria set out in point no 1), the commission will allocate points to the Contractor according to the following formula:

A. MA degree – 1 point
   PhD degree – 2 points
   PhD with habilitation– 3 points
   Professor – 4 points
B. 4 academic articles/books chapters/ books – 1 point
   5-7 academic articles/books chapters/ books – 3 points
   8-10 academic articles/books chapters/ books – 5 points
   more than 10 academic articles/books chapters/ books – 7 points
C. participation in 4 conferences, seminars – 1 point
   participation in 5-7 conferences, seminars – 3 points
   participation in 8-10 conferences, seminars – 5 points
   participation in more than 10 conferences, seminars – 7 points
D. teaching 1 course in English over the past 2 years – 1 point
   teaching more than 1 course over the past 2 years – 3 points

8. The Contracting Party will inform all Contractors via email or telephone about the results of the enquiry.

9. Data Protection
   All data supplied by candidates will be used only for the purposes of determining their suitability for the post and will be held in accordance with the principles of the University's Data Protection Policy.

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