

Thessaloniki, 18/11/2022
Ref. no.04559

SUBJECT: Call for expressions of interest to fill the post of General Director at the Metropolitan Organisation of Museums of Visual Arts of Thessaloniki (MOMus).

The Board of Directors of the Metropolitan Organisation of Museums of Visual Arts of Thessaloniki (MOMus)

Having regard to:

1. a) Articles 1,4,8 and 14(5) of Law 4572/2018 'Establishment of the Metropolitan Organisation of Museums of Visual Arts of Thessaloniki and other provisions (GG/I/188).
2. b) Article 2, para. 1(e)(i) of Law 2557/1997 'Institutions, measures and actions for cultural development' (GG/I/271), as in force, following its replacement by Article 57 of Law 4481/2017 (GG/I/100),
3. c) Article 2, para. 1(e)(bb) of Law 2577/1997, as amended by Article 18 of Law 3658/2008, 'Measures for Protecting Cultural Goods and other provisions' (GG/I/70).
4. The need to appoint a Director for the Metropolitan Organisation of Museums of Visual Arts of Thessaloniki (MOMus), in implementation of Article 3 of Law 4572/2018

We hereby launch

I. The Board of Directors of MOMus

Hereby launches an international open call for expressions of interest to fill the post of General Director of the Metropolitan Organisation of Museums of Visual Arts of Thessaloniki (MOMus), a public body corporate supervised by the Ministry of Culture and Sport, with the following duties:

II. GENERAL DESCRIPTION OF THE DUTIES OF THE VACANCY

The duties of the announced position of responsibility towards the Organisation are the following:

- I. to supervise and coordinate the smooth operation of the Organisation's services;
- II. to supervise the implementation of the decisions of the Board of Directors and compliance with the bylaws;
- III. to cooperate with the Artistic Committee in order to specify the general cultural policy and strategy established by the Board of Directors, and to recommend individual targets and the means required for the Organisation to achieve its mission and, in particular, ways and means to ensure the sustainability of the Organisation, to promote its economic growth and to effectively attract sponsors and donors;
- IV. to prepare the annual budget, the annual activities report and financial review of the Organisation, and submit them to the Board of Directors for approval;

V. to ensure the performance of agreements entered into by the Organisation and conclude and sign agreements for which they have been authorised by the Board of Directors;

VI. to approve the operating expenditure of the Organisation, as well as of its individual Directorates and services, in the context of the annual budget and the powers delegated thereto by the Board of Directors, in accordance with the provisions of Article 2(11);

VII. to recommend subsidy and financing programmes to the Board of Directors;

VIII. to submit recommendations to the Board of Directors on hiring of all manner of staff and associates of the Organisation, amending the terms of their employment or dismissing such staff, and to issue the relevant decisions, following approval by the Board;

IX. to allocate and place staff among the Directorates and organisational units of the Organisation, following an opinion issued by the Director competent in each case, and to take all measures necessary for upgrading and utilising such staff as comprehensively as possible;

X. to perform all duties specifically assigned to them under the bylaws or by the Board of Directors.

The General Director shall not engage in artistic works at the Metropolitan Organisation of Museums of Visual Arts of Thessaloniki (MOMus).

III. ELIGIBILITY FOR SUBMISSION OF APPLICATION OF CANDIDATURE - FORMAL QUALIFICATIONS

- 1.** All persons who meet the qualifications provided for in law and herein shall have the right to submit an application of candidature.
- 2.** Candidates must definitely meet the following minimum qualifications:
 - a) at least five years of organisational and administrative experience, including experience in matters of administration and financial management of prestigious cultural organisations in Greece or abroad;
 - b) at least one post-graduate degree conferred by a Greek or foreign university, with specialisation in the discipline of cultural management or museology in a related field or cultural management or in other related fields being viewed favourably;
 - c) very good command of English, Greek and at least one other language.

Unless otherwise provided for herein, foreign diplomas shall be accepted under the conditions laid down in Supreme Council for Civil Personnel Selection (ASEP) Decision No 94/2022 (GG/II/3614/2022).

- 3.** During the selection process, the following qualifications are taken into account in favour of the candidate.

Metropolitan Organisation of Museums of Visual Arts of Thessaloniki

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- A) experience in handling administrative and financial issues, with emphasis placed on cultural administration matters;
- B) proven management ability from a position of responsibility and, in particular, the ability to manage in the context of operation of a large-scale cultural organisation;
- C) experience in the administration, development and evaluation of human resources in matters of labour relations and effective teamwork.

IV. IMPEDIMENTS TO A CANDIDATURE

1. The following persons are not eligible to submit a candidacy application:
 - I. Those persons who have been convicted by a domestic or foreign court of a crime or have been sentenced for theft, misappropriation (ordinary or in the course of service, fraud, blackmail, forgery, breach of trust committed by a lawyer, bribery, oppression, breach of trust in public office, breach of official duty, repeat aggravated defamation, and for any crimes against sexual freedom or crimes of financial exploitation of sexual life.
 - II. Individuals awaiting trial after having been indicted for a felony or misdemeanour in the above cases, even if the limitation period for the crime has elapsed.
 - III. Individuals who have been deprived of their civil rights due to a conviction and for however long this deprivation of rights lasts.
 - IV. Any persons who have been dismissed from a civil service or local government organisation position or from a position at any other legal body governed by public law due to the imposition of the disciplinary penalty of permanent cessation or termination of contract on serious grounds attributable to them, if five years have not passed since the dismissal.
 - V. Employees of civil services, local government organisations or other legal bodies governed by public law who are currently serving on probation or are on temporary suspension or compulsory suspension, or on whom a disciplinary penalty has been imposed under a final judgement in the form of a fine exceeding four (4) months' pay for any disciplinary offence until the penalty is extinguished, in accordance with Article 145 of the Civil Servants' Code.
 - VI. Any persons who are under legal guardianship (full or partial) or under subsidiary legal guardianship (full or partial).
 - VII. Male candidates who have not completed their military service or have not been legally exempted from their military service by the application deadline.
2. The provisions of Articles 20 to 23 of Law 4440/2016 (GG/I/224) shall apply *mutatis mutandis* to capacities which are incompatible with the performance of the duties of the post to be filled and to conflict of interest issues. It is expressly stated that the individual that is to be appointed to the position of General Director of MOMus is prohibited – during their tenure – from exercising any kind of professional activity in the private sector, which is similar or related to the Museum's activities, as well as any private-interest activity, given that such activities may affect the impartial and objective exercise of their duties
3. This is a full-time and exclusive employment position and the salary is in accordance with the provisions in force at any given time on the single salary scale applying to staff of General Government agencies. The General Director shall not undertake any additional salaried work from MOMus during their tenure.

4. The impediments, incompatibilities and conflicts of interest referred to in the foregoing paragraphs must not exist at any stage of the procedure and at the time the person selected as the General Director is appointed.

V. SUBMISSION OF CANDIDACY APPLICATION-ACCOMPANYING DOCUMENTS

1. Persons interesting in participating in the selection procedure for the General Director of MOMus must submit an application for the post no later than **31st of December at 23:59:59 hours.**

2. The application must be accompanied by:

- i. Curriculum Vitae

The curriculum vitae must present – at length – the candidate's studies, professional career, scholarly, any experience gained, performance, certified skills, etc., as well as any other of their activities if they serve as proof of any necessary or crucial qualifications set out in this call. The above information must be presented by making explicit reference to the formal and substantive qualifications and other evaluation criteria stated under section III, paras. 2 and 3 of this call for expressions of interest, and must cite the exact title of the degree or certificate, as it is stated in the body of said degree/certificate, as well as the date and issuing authority or organisation.

- ii. Proposal-Motivation Letter

The motivation letter must summarise the candidate's vision for the General Directorate of the Organisation.. It should refer to the context, conditions, expected results of the strategy which he/she proposes MOMus should follow under his/her directorship, as well as any plans, proposals and ideas to maximise the effectiveness of the Organisation on the basis of its establishment and activities, as set out in its founding law, 4572/2018 'Establishment of the Metropolitan Organisation of Museums of Visual Arts of Thessaloniki and other provisions' (GG/I/188).

During the interview process, candidates will be asked to briefly present the contents of their motivation letter, which must contain a three-year administration plan including the organisational framework for the operation of the Organisation, the openness of the Organisation and its overall cultural and PR identity, the propose system of HR management, an analysis of the work environment, targeting and planning to secure resources. The candidate may make use of electronic means of presentation if they so wish. Candidates are expected to have formed an initial picture of the legal and financial reality of MOMus, based on the relevant public information that can be provided to the interested party by its departments (legislative framework, published financial data, etc.).

- iii. A solemn declaration that the impediments, incompatibilities and conflicts of interest specified herein do not exist.

In order to ensure that their applications are valid, candidates are not required to attach or produce degrees, certificates or other official documents or proof of their qualifications or that they meet any other selection criterion set out in this call for expressions of interest.

However, for the purpose of their evaluation, they are required to specify the degrees, certificates and other such documents in their curriculum vitae (see above). Degrees, certificates or other official documents or proof of qualifications or of meeting the selection criteria of this call for expressions of interest, which are not clearly and specifically stated in the curriculum vitae (see above) will not be taken into account in the evaluation of the candidate, even if they are furnished subsequently.

It should be noted at this point that such reference to degrees and other proof of the candidate's qualifications in their curriculum vitae serves as a solemn declaration that the candidate is indeed the holder of the specific degree, certificate or other proof stated at the time of application. The candidate that is to be selected to fill the position of General Director of MOMus will be required to produce the degrees certifying that the candidate has the necessary qualifications or meets other criteria set out in this call for expressions of interest within a reasonable time period, as part of the procedure described herein so that they may be recommended for appointment by MOMus' BoD to the Minister for Culture and Sports. By decision of the BoD, the selected candidate may be given an exclusive deadline within which to submit the necessary degrees and proof. The relevant degrees or other documents must be submitted in Greek in the form of certified copies.

Should the candidate fail to submit – in due time – the degrees or other documents stated in their curriculum vitae certifying their qualifications and that they meet any other criteria set out in this call, which were taken into account during their evaluation, then the position of the selected candidate will be filled by the next-ranking candidate. In any case, they will bear full liability, whether criminal or other, for the false statement made.

Attention! If at the time of application the candidate does not yet have in their possession the official degree or certificate certifying that they have a qualification or meet a criterion set out herein (e.g. a language certificate or the recognition of the equivalence of a degree awarded abroad to a Greek degree), which they have already obtained and cited in their application, then this degree or certificate may be substituted by any other kind of certificate issued by a competent authority (e.g. Hellenic NARIC) or an accredited organisation (e.g. British Council), stating that they have applied for the relevant certification.

3. Applications and all accompanying documents may be submitted in Greek or English, as long as they are accompanied by an unofficial translation into Greek in the latter case.

4. If the application and accompanying documents are submitted via a representative, the relevant authorisation must also be submitted.

5. Applications with accompanying documents must be submitted in .pdf format to the email address info@momus.gr where a reference number is received.

6. The following must be stated in the subject line:

Application for participation in the open call for expressions of interest in the position General Director of the Metropolitan Organisation of Museums of Visual Arts of Thessaloniki.

VI. PUBLICATION OF THE CALL

The Call will be posted on the websites of the Ministry of Culture and MOMus. Moreover, a summary of the Call will be published in two newspapers in nationwide circulation and on at least two international job-seeking platforms.

VII. SELECTION PROCESS

The General Director of MOMus will be selected following an open call for expressions of interest and evaluation of the candidates by MOMus' BoD, and will be appointed by decision of the Minister for Culture and Sports. If it is deemed necessary by the BoD, the Artistic Committee and the Ephorates of Contemporary Art and Photography may jointly issue an opinion on the selection of the General Director after interviewing the candidates. If deemed expedient, the Board of Directors may, during any stage of the procedure, contact any external body to assist in evaluating the candidates.

1. Formation of an Evaluation Committee – Processing of candidate dossiers

In order to evaluate the candidatures, the Board, following a recommendation by its Chairperson, shall establish an Evaluation Committee consisting of three members and their substitutes. The members must be serving or have served as administrative directors at Greek or foreign organisations. MOMus staff members who will be assisting the Committee in its work are to be appointed under the same decision. The Evaluation Committee shall be compensated in accordance with a relevant decision of the Board of Directors.

The Evaluation Committee will receive the candidate dossiers at a meeting convened by its Chairman and will start by examining the admissibility of candidate applications and making relevant recommendations to the BoD.

Late applications, or applications not accompanied by the documents required under Article V.2 hereof, or candidatures falling within the scope of Article IV hereof, or candidatures not meeting the formal qualifications required under Article III.2 hereof shall be rejected as inadmissible and precluded from the next stage of the procedure, pursuant to a decision of the Board of Directors. The Committee will prepare a report including a list of the candidates who have advanced to the next stage and a list of the candidates who have been rejected on the above grounds, providing brief justification in the latter case, which it will notify – without delay – to the BoD and to the candidates, insofar as it concerns them.

Within a fixed deadline of 5 working days from said notification, any candidate excluded from the next stages of the procedure may submit objections against their exclusion by the Committee. The Organisation's Board of Directors shall issue a final decision on those objections within no more than 10 days from submission.

2. Interview process

Subsequently, candidates are interviewed based on the following process:

2.1 Candidates are invited to appear before the Committee on a date and at a time to be determined by the Chairman of the Committee.

2.2 Interviews may be attended, by all members of the BoD, the Artistic Committee or Ephorates of the Organisation as observers, and each member will have the right to pose a question.

2.3 As part of the interview, candidates will be given the opportunity to present their vision and proposals for the development of the Organisation as well as their plans to optimise the effectiveness of the Organisation. During the interview process, candidates will be asked to briefly present the contents of their motivation letter, which should include a three-year management programme, in which will be included the Organisation's organisational framework of operation, the Organisation's outward-looking orientation and its all-round cultural and communicative identity, the preferred management system, human resources, the analysis of the work environment, targeting and planning the securing of resources. The candidate may make use of electronic means of presentation if they so wish.

This will be followed by a discussion under the direction of the Chairman on issues related to the scope and powers of the position in question, in order for the Committee to form an opinion on the personality, competence and suitability of the candidates to exercise the duties that come with the position of General Director as the governing body, to evaluate their administrative skills in terms of planning, coordinating, taking initiatives, making effective decisions and managing crises, as well as their knowledge also of Greek legislation for managing public finances. In the same context, account shall also be taken of communication skills, time-management skills, leadership qualities, particularly under pressure, the ability to coordinate teams and decision-making.

Depending on the availability of Committee members, the meeting may be conducted in person, online or a combination thereof.

2.4 Minutes are kept during the interview, which will be available to all candidates.

3. Completion of the evaluation and temporary ranking

Upon finalisation of the list of candidates advancing to the next stage, the Committee will evaluate these candidates based on the terms of this call for expressions of interest.

With regard to the post of General Directors, preference shall be given to the candidate found, particularly during the interview, to not only meet the mandatory qualifications but also possess skills such as ability to cooperate, communication skills, adaptability, initiative-taking, entrepreneurial attitude.

3.1 The Evaluation Committee shall draw up a report which includes both the evaluation of qualifications and the product of each candidate's interview, and is completed with a ranking list prepared by the Committee, ranking candidates in descending order according to their points.

3.2 For the purpose of the above evaluation, the aforesaid Committee, following thorough examination and comparison of the candidates' qualifications and weighting of each interview, shall prepare a documented report containing specific reasoning for the person selected to fill the post of General Director. The minutes and list shall be promptly notified to the Organisation's Board of Directors and to

each of the candidates at the email address they have designated for communication purposes.

4. Objections

All candidates are entitled to object to the ranking list within an exclusive deadline of five (5) days from the date following the forwarding of the ranking list to their email address. The BoD will issue a ruling on these objections within an exclusive deadline of seven (7) days from the deadline for lodging objections.

5. Final ranking – selection

The BoD will finalise the ranking of candidates by accepting all or part of the relevant proposal of the Evaluation Committee included in the report, and having taken into account the opinion provided, if requested, by the Artistic Committee and members of the Ephorates. For this purpose, the BoD reserves the right to invite the top candidates, at its discretion, to provide further clarifications regarding their candidacy. The final decision of the BoD regarding the ranking of candidates will be posted without delay on the websites of the Ministry of Culture and Sports, MOMus, and will be immediately forwarded to the contact email addresses provided by the candidates.

6. Appointment of selected candidate

The candidate selected by MOMus' BoD will be appointed as the General Director of MOMus for a four-year tenure, with the option to renew for one more tenure. The appointment requires the issuance of a decision by the Minister for Culture and Sports.

On behalf of the Board of Directors of MOMus

The Chairman

Epaminondas Christophilopoulos

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