



ARCHIVUM GENERALE ORDINIS CARMELITARUM

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THE FR. EMANUELE BOAGA O.CARM RESEARCH BURSARY

FOURTH CALL FOR APPLICATIONS

UPDATING

Applications open 1st February 2020 – **30th September 2020**

1. Description

The General Archive of the Carmelite Order is offering a bursary, named after the late archivist Fr. Emanuele Boaga O.Carm, to enable research into historical, religious, philological and archival questions connected to the Carmelite Order. This is to be conducted using the facilities of the General Archive, with the objective of producing a scholarly publication (article, monograph, edited text, inventory etc.) The academic committee overseeing this call reserves the right of ‘first refusal’ for publication of this work in the appropriate Carmelite journals, or book series.

Value of the award: 5500 euro gross.

Duration: 9 months (**1 November 2020 - 31 July 2021**)

2. Requirements

To be considered for this bursary, the applicant must possess a four-year university degree, a master’s degree, or an equivalent qualification, conferred either in Italy or overseas.

3. Application procedure

The application should be sent to the General Archive (address: Archivio Generale dell’Ordine Carmelitano, via Sforza Pallavicini 10, 00193 Roma, Italy), specifying “*Domanda di partecipazione Quarto assegno di ricerca*” on the envelope or in the email subject line. It should arrive no later than **30th September 2020**. Applications may be made in any of the three official languages of the Order (English, Spanish and Italian).

In the application, the candidate must include:

- Their personal details: date and place of birth; nationality; their place of residence and the correspondence address to be used; telephone number and email address.
- A confirmation that he or she fulfils the requirements outlined in section 2 (above), and is aware of the conditions associated with the bursary, in section 7 (below).
- The candidate must promptly communicate any change in their place of residence or correspondence address.

The candidate should also include:

- An **academic or professional CV**, dated and signed, that shows clearly the formation and training they have received, and the skills that they possess that are relevant to the proposed project.
- An analytical description of the **research project** that they propose to carry out.
- A photocopy of their currently valid passport or other identity document.

Any candidate making a false declaration in their application forfeits their right to be considered, without prejudice to any further sanctions under the applicable laws.

4. Preparation of the research project

The candidate has a free choice of topic for their proposal, which must be developed by the candidate themselves, in accordance with their own abilities and research interests. The archivists will not suggest themes or give guidance in the choice of a theme, but will help the candidates in identifying the documents and archival resources that will be necessary to carry out the project. The candidate is advised to take the opportunity to visit the General Archive, or otherwise contact the archivists before submitting the application.

To assist in preparing the proposal, the following resources are suggested:

- The website of the General Archive (<https://archivioocarm.com/>), where there is a description of the history of the archives and of the types of document held there.
- A preliminary consultation of the following essential bibliography, to guide and contextualise the choice of project: a) E. BOAGA, *Come pietre vive... nel Carmelo. Per leggere la storia e la vita del Carmelo*, Edizioni carmelitane, Roma 1993; b) J. SMET, *The Carmelites: a history of the brothers of Our Lady of Mount Carmel*, 4 volumes, 1975-1985; c) *Avviamento agli studi carmelitani*, E. Boaga (ed.), Istituto San Pier Tommaso, Roma 2008.

5. Academic panel and the selection methods

The academic panel will be chosen by the General Archivist at the close of this call for applications, and will consist of at least three members, with expertise in the field.

The panel will assess applications by examining: (1) the candidates CV and (2) the research project proposed by the candidate. The criteria used for the evaluation will be determined beforehand by the panel, and their judgement will be final.

Only the candidates selected in this first phase of evaluation will be contacted and invited to a interview, where the two points above will be discussed in greater depth. The interview will take place in **October 2020**, at the General Archives, in via Sforza Pallavicini, Rome. The exact date will be agreed with the candidate.

6. Awarding the bursary

It is expected that the selection procedure will be complete, and the successful candidate chosen by the **31st October 2020**. The successful candidate will be notified by telephone and email. Further information will be given on the General Archive's website, www.archivioocarm.com. For complete transparency, a list of all candidates will be published on the site, together with the titles of their proposed projects.

The award of the bursary will be formalised through a contract according to Italian law between the General Archives and the successful candidate.

The award can be held concurrently with other bursaries or paid employment. Taxes and other contributions will be determined according to the financial regime in which the candidate is resident; for this reason, the successful candidate must provide full details when accepting the award.

If the successful candidate refuses or resigns the award before work on the research project has commenced, the bursary will be offered to the candidate who was next-placed in the evaluation process. If the successful candidate wishes to postpone the starting date of the award (by up to one month), a request must be made within three days of receiving notification of their success. This postponement must be authorised by the General Archivist.

7. Responsibilities of the recipient

The recipient must present two written reports on the progress of the research to the academic panel, after three and six months have passed from the starting date.

At the end of the research project, the recipient must present the General Archives with a final report on the work carried out and the final result. The scholarly publication deriving from the research project (article, monograph, edited text, inventory, catalogue etc.) must be presented within three months of the end date of the bursary.

The bursary will be paid on a quarterly basis, following the submission of the aforementioned reports on the progress of the research.

8. Termination and withdrawal

The award may be terminated for the failure to carry out the agreed research, as determined by the academic panel for a good reason, and confirmed by the General Archivist.

In case of the renunciation of the bursary on the part of the recipient, this must be immediately communicated in writing to the General Archives.

Payment of the bursary will be immediately suspended in the case of either of the above two situations.

9. Personal data

Personal data supplied by the candidates will be treated in accordance with the relevant stipulations of Italian law, and will only be used for the purposes of this call. Data will be held securely by the General Archives, and the data controller is the General Archivist.

Roma, 31st January 2020

The General Archivist

f. Mario Alfarano

