

The present document in English is to be considered as a mere translation of the provisions of the call which is available in Italian at the following [link](#). The text in Italian is the official text of the notice of competition for all legal intents and purposes and, in the event of non-conformity with the present document, it shall prevail.

**Call for n. 1 Short Research Fellowship in “Automatic transcription with Transkribus and semantic enrichment of register no. 14 of the *Senato, Deliberazioni, Terra* series at the State Archives of Venice – Setup, production and correction of the transcriptions”, lasting 3 months, tutor prof. Dorit Raines, co-tutor dr. Marco Lanzini, Academic discipline: HIST-04/C Archiving, Bibliography and Librarianship - Ca' Foscari University of Venice – Department of Humanities**

**(L. 240 del December 30th 2010, art. 18, DL 19/2012; Regulations about Short Research fellowships issued under D.R. 300/2014 of 14/04/2014 and subsequent amendments and additions)**

**HAVING REGARD TO** the Article 18, paragraph 5, letter f) of Law No. 240 of December 30, 2010, and subsequent amendments and integrations;

**HAVING REGARD TO** the Article 21 quinque of Law No. 241 of August 7, 1990, and subsequent amendments and integrations;

**HAVING REGARD TO** Article 1 bis, paragraph 2, of Decree-Law No. 45 of April 7, 2025, as amended during conversion by Law No. 79 of June 5, 2025, which came into force on June 7, 2025, and which, in Article 4, paragraph 3, of Law No. 210 of July 3, 1998, abolished the favorable tax regime for short-term research fellowships post-graduation, establishing the application of IRPEF and IRAP taxes on such short-term research fellowships;

**RECALLED** the Regulation for the establishment of short-term research fellowships for post-graduate activities pursuant to Article 18 of Law No. 240 of December 30, 2010, issued with Rectoral Decree No. 300/2014 of April 14, 2014, and subsequent amendments and integrations;

**WHEREAS** the tax treatment of short-term research fellowships is subject to the legislation in force at the time of granting. Even if not expressly referred to in this notice, the applicable tax regime will be that provided for by current legislation pro tempore;

**HAVING REGARD TO** the Framework Agreement already in force between the State Archives of Venice and Ca' Foscari University of Venice – Department of Humanities, for institutional collaboration in the fields of scientific research, teaching activities, and third mission, recorded under Rep. DSU no. 1780/2023, Prot. no. 183500/2025 of 08/07/2025;

**HAVING REGARD TO** the Implementing Agreement related to the aforementioned Framework Agreement between Ca' Foscari University of Venice, Department of Humanities (DSU), and the State Archives of Venice, already in force for institutional collaboration in the fields of scientific research, teaching activities, and third mission, whereby the parties agree to carry out a project entitled: “Automatic transcription and semantic enrichment of a register from the Senate collection, *Deliberazioni, Terra* of the State Archives of Venice”, recorded under Rep. no. 600/2025, Prot. no. 319774 of 17/12/2025

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The Department of Humanities of Ca' Foscari University of Venice, having regard to the Director's Decree Rep no. 2489/2025 Prot. n. 322915-VII/16 of 22<sup>nd</sup> December 2025 establishing the research programmes for awarding of the short fellowships in **“Automatic transcription with Transkribus and semantic enrichment of register no. 14 of the *Senato, Deliberazioni, Terra* series at the State Archives of Venice – Setup, production and correction of the transcriptions”** lasting 3 months, tutor prof. Dorit Raines, co-tutor dr. Marco Lanzini, Academic discipline: HIST-04/C

Archiving, Bibliography and Librarianship, with the possibility of renewal within the limits of art. 4 of the Regulations for awarding of university short research fellowships.

The expected starting date is **1<sup>st</sup> February 2026**.

The research fellowships is awarded for the purpose of collaboration with the following research programme of the Department of Humanities.

**- abstract:** The research fellow will be integrated into a research team, will receive training in the use of Transkribus, and will collaborate in selecting the text recognition model, setting up the workflow, and monitoring the transcriptions of register no. 14 of the Senato di Venezia, Deliberazioni, Terra, Registri series, held at the State Archives of Venice. The research fellow will personally be in charge of correcting the transcriptions, including by comparing them with the original register kept at the State Archives of Venice.

The amount of the short-term research fellowship is equal to **€ 5.990,00 gross percipient** and will be subject to taxation according to current regulations. It will be paid in bimonthly instalments after certification of the regular performance of the activity.

**Deadline:** 15<sup>th</sup> January 2026 h. 12 p.m.

#### **Rules of eligibility – Beneficiaries**

**Citizens belonging to European Union member states and non-community citizens in possession of the following qualifications may take part in the selection:**

- a) Bachelor's degree in one of the following degree classes, or an equivalent foreign qualification:
  - L 01 – Cultural Heritage
  - L 5 – Philosophy
  - L 10 – Humanities
  - L 42 – History
- b) Having obtained at least 18 university credits (ECTS) in the scientific-disciplinary sectors HIST-04/C (Archival Science, Bibliography and Librarianship) and HIST-04/D (Palaeography, Diplomatics and Codicology).
- c) Scientific-professional curriculum suitable for the development of the activities.

Applicants must hold all the requisites within the call deadline. The qualifications will be evaluated by a Commission that examines the eligibility and qualifications of the candidates and makes a merit rank of them.

#### **Evaluable titles**

- Academic background related to archival and historical disciplines
- Experience in the cataloguing/description, transcription and metadata creation of archival materials, including as part of internships, workshops and other university activities

#### **Skills requires**

- Skills in the analysis and assessment of archival data
- Knowledge of Latin
- Knowledge of English

At the end of his/her research activity, the research fellow is required to provide the Department with:

- Technical report describing the analysis, verification and correction activities carried out on the archival materials involved in the project.

#### Incompatibility

The short-term research fellowship may not overlap with:

- other short-term research fellowships granted in any capacity, apart from those granted by national or foreign research institutes in order to integrate with periods abroad the specific activity foreseen by the work plan of the appointed fellow;
- attendance of PhD courses with short-term research fellowship and medical specialization, in Italy and abroad;
- research grants "assegni di ricerca"

Short-term Research Fellowship holders may carry out self-employed work or occasional or permanent collaborations, as long as this is coherent with the ongoing research, upon approval and on the condition that:

- does not involve a conflict of interest with the specific research activity carried out;
- does not prejudice the university, in relation to the activities carried out.

Subordinate employment contracts holders, in addition to obtaining permission by the university, must provide the authorization of their employer.

In the specific case that the subordinate employment contract started prior to the awarding of the fellowship, compatibility with the existing employment will have to be assessed; if the assessment yields a negative result, the Short-term Research Fellowship will not be awarded; in the case of a positive result, the successful candidate will have to provide the authorization of his/her employer within 15 days.

In the event that the subordinate employment contract will start once the fellowship is ongoing, the successful applicant is required to notify this change at least 30 days before the start of the employment contract for an assessment of compatibility; if the assessment is negative, the fellowship will cease by the start of the employment contract; in the event of a positive outcome, the successful applicant must provide the authorization of his/her employer within 15 days.

The awarding of the short-term research fellowship does not imply the establishment of any employment contract, nor does it give rise to any rights of access to positions of employment at the university.

#### How to apply

Candidates should submit:

1. The [application form](#)
2. Applicants must declare in the application, under their own responsibility:
  - educational qualification held;
  - the possession of a residence permit valid at the deadline of the call for applications, in case he/she is a non-European citizen residing in Italy;
  - that they understand that the short-term research fellowship is not compatible with the positions referred to in Art. 12 of the present Regulations and current legislation;
  - to be medically fit to discharge his/her duties for the fellowship;
  - not to have received measures restricting personal freedom at the time of submitting the application;
  - not to have a degree of kinship or affinity, up to and including the fourth degree, with any professor belonging to the department or facility issuing the call or with the Rector, the General Manager or a member of the University Board of Directors and that they are aware of the provisions of the Law no 240/2010, Art. 18, para. 1, letter b);
  - any benefit under L. 104/92.
3. A CV in European format, duly dated and signed.

4. A copy of a valid identity document (e.g. Identity Card or Passport).
5. All documents, qualifications and publications relevant for the selection procedure.

#### How to submit your application

Applications, together with all the required documentation, have to be submitted exclusively online at the following webpage: <https://apps.unive.it/domandeconcorso-en/accesso/2025-dsu-br-15> not later than noon time (12:00 Rome CET) of 15<sup>th</sup> January 2026.

The candidate, after the uploading, will receive a submission number and an e-mail acknowledging receipt of their application. The candidate, if necessary, could access the procedures for updating any data and materials through the link and submission number provided in the e-mail until the call deadline expires.

Please note that the University can be contacted for any support needs by the candidate until 14<sup>th</sup> January 2026 (1 p.m.). For further information please contact the Department of Humanities' Research Sector – e-mail address: [ricerca.ds@unive.it](mailto:ricerca.ds@unive.it).

**Please note that the University will be closed for the Christmas holidays from 24 December 2025 to 6 January 2026.**

Please note that in case of a high number of applications and / or weight of the materials loaded by the candidates the system might become slower. Therefore, it is suggested not to start the process close to the deadline.

Incomplete applications, those without the required data and the compulsory attachments will not be taken into consideration. Furthermore, the applications which, for any reason, reach this University beyond the deadline indicated above cannot be accepted.

The declarations made in the application shall be considered issued in accordance with the DPR no. 445/2000 and subsequent amendments, by candidates entitled to use the simplified administrative certifications permitted by the above decree.

#### Selection and Evaluation Procedure

The selection is made by assessment of the scientific-professional qualifications of the candidates, by a Selection Committee appointed by order of the Director of the research department taking into account, whereas possible, gender balance.

The Commission compiles a ranking and specifies the winning applicant, having regard to the score appointed to experience and qualifications, as specified by the call. In the event of two or more candidates obtaining the same score at the end of the selection, the younger candidate will be preferred.

#### Awarding of the short research fellowship

Having received the selection documents, and at the outcome of the checks, the Director approves, by his own decree, the classification and the selection procedure reports and makes them public.

Notification, including the start date of the short-term research fellowship, shall be sent to the winning candidate.

The winner must accept the short-term research fellowship within seven days of receipt of the written notification referred to above, under penalty of revocation. In the event of withdrawal, the short-term research fellowship shall be awarded to the next available candidate, following the order of the final ranking of merit.

Publication of the results of all the selection phases shall be published in the online University notice board, on the specific Department web page ([link](#)) and on the University website ([link](#)).

Access to the selection documents is guaranteed pursuant to the law of August 7<sup>th</sup> 1990, no. 241 and subsequent amendments and additions and relative internal implementation regulation.

#### **Processing of personal data**

Personal data provided by the candidates in their applications for participation in the selection procedures, are processed pursuant to the legislative decree of June 30th 2003, no. 196 and subsequent amendments and additions and to EU Regulations 2016/679. Comprehensive information on personal data processing can be found [here](#).

#### **Person in charge of the procedure**

Pursuant to the provisions of art. 5 of the law of August 7th 1990, no. 241 and subsequent amendments and additions, the person in charge of the administrative procedure for this selection is dr. Alessandra Bertazzolo, in charge of the Department of Humanities.

#### **Final provisions**

For anything not specified in this call, see the University current regulations regarding the awarding for research fellowships and the current legislation.

Venice,

The Head of Department of Humanities  
Prof. Daniele Baglioni

VISTO: LA RESPONSABILE DEL PROCEDIMENTO AMMINISTRATIVO  
Dott.ssa Alessandra Bertazzolo

VISTO: LA SEGRETARIA DEL DIPARTIMENTO DI STUDI UMANISTICI  
Dott.ssa Alessandra Bertazzolo