



Working at the University

Once the selection procedure phase has been concluded, the following documents will be stipulated:

For fixed-term contracts:

- ✓ fixed-term employment contract for **two** years for carrying out exclusively scientific research activities (contratto di ricerca/research contract)
- ✓ fixed-term employment contract for **at least one year till three years** for carrying out scientific research, teaching and third mission activities (contratto di incarico post-doc/post-doc position)

These documents mark the beginning of the employment at the University.

Prior to employment, each interested party will receive the Code of Ethics, Code of Conduct and Principles of Research Integrity, and the European Charter for Researchers.

Rights

Article no. 33, paragraph 1, of the Constitution of the Italian Republic

The Republic guarantees the freedom of the arts and sciences, which may be freely taught.

Article 6, paragraph 3, of the Law no. 168 of 9 May 1989

Universities carry out teaching activities and organize their related structures complying with professors' freedom of teaching and the general principles provided for in the regulations of academic teaching systems

Article no. 7, paragraph 1, of the Decree of the President of the Republic no. 382 of 11 July 1980

University professors are guaranteed freedom of teaching and scientific research.

Article no. 1, paragraph 2, of the Decree of the President of the Republic no. 382 of 11 July 1980



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The regulations provided for in the following articles ensure, in the unity of the teaching function, the differentiation of the tasks and responsibilities of full and associate professors, setting them in two functional contexts, with equal guarantee of freedom in teaching and research.

Article no. 1, paragraph 1, first sentence, Law no. 230 of 4 November 2005

The University, the place where knowledge is formed and critically transmitted, combines research and teaching in a consistent manner, guaranteeing complete freedom.

Article no. 1, paragraph 2, first sentence, Law no. 230 of 4 November 2005

University professors have the right and the duty to carry out research and teaching activities, with utmost freedom of choice of research themes and methods, as well as of the contents and of the cultural setting of their courses; professors teaching clinical subjects must also carry out, without imposing any additional burdens on public finances and without prejudice to the provisions of article no. 5 of the Legislative Decree no. 517/1999, welfare functions which are inseparable from those of teaching and research; professors may also freely participate in cultural dissemination activities through conferences, seminars, advertising and editorial activities, while fulfilling their institutional duties.

Contract duties

Research contracts

Pursuant to article no. 22 of the Law no. 240/2010, **Research contracts** last two years and may be renewed only once for an additional two years for carrying out exclusively scientific research activities within the academic discipline and for pursuing an established project.

The salary amounts to either Euro 28.456,48 or Euro 39.224,28 per year, gross to the recipient, depending on the research contract call.

The research contract is incompatible with:

- enrollment and attendance of bachelor's degree, specialist/master's degree, PhD, or medical specialization programs, in Italy or abroad;



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- scholarships or research grants awarded for any reason by national or foreign institutions, except those exclusively intended to support international mobility for research purposes, including PhD scholarships and remuneration related to medical specialization contracts;
- holding research fellowships pursuant to Article 22 of Law No. 240/2010 in its previous version, in other universities or public research institutions;
- holding other research contracts, in other universities or public research institutions;
- any other subordinate employment relationship with public or private institutions.

Post-doc positions

Pursuant to article no. 22 bis of the Law no. 240/2010, **post doc positions** last one year and may be renewed for other two years for carrying out scientific research, teaching and third mission activities.

The salary amounts to Euro 28.456,48 per year, gross to the recipient.

The research contract is incompatible with:

- enrollment and attendance of bachelor's degree, specialist/master's degree, PhD, or medical specialization programs, in Italy or abroad;
- scholarships or research grants awarded for any reason by national or foreign institutions, except those exclusively intended to support international mobility for research purposes, including PhD scholarships and remuneration related to medical specialization contracts;
- holding researcher contract pursuant to article 24 of Law No. 240/2010;
- holding research fellowships pursuant to Article 22 of Law No. 240/2010 in its previous version, in other universities or public research institutions;
- holding research contracts, also in other universities or public research institutions;
- any other subordinate employment relationship with public or private institutions.

The total contracts duration established pursuant to Articles 22, 22-bis, 22-ter, and 24 of Law No. 240/2010 with the same individual, including those in different institutions, may not exceed eleven years, even if non-consecutive.



Maternity leave

Mandatory maternity leave.

The general rule on mandatory maternity leave (article no.16 of the legislative decree no. 151 of 26 March 2001) provides for the abstention from work for the 2 months before the presumed date of birth and for the following 3 months.

Without prejudice to **the overall duration of 5 months**, it is possible to opt for flexible mandatory maternity leave, from the month before the presumed date of birth and for the following 4 months (article no. 20 of the legislative decree no. 151 of 30 March 2001).

Following from the amendments introduced by the 2019 Budget Law (article no.1, paragraph 485, Law no.145/2018), as an alternative to what was mentioned above, employees may also abstain from work for the five months following the date of birth, provided that the National Health Service or equivalent physician and the Occupational Health Physician attest that such option is not detrimental to the health of the mother and child.

As soon as possible, and nonetheless by the leave of absence date (**sixth month**), employees must notify the Offices and Department of the pregnancy using the **pregnancy notification form**, together with the pregnancy medical certificate issued by the gynecologist, which should indicate the presumed date of birth. Employees must also communicate whether they intend to opt for the possibility of working until the eight month, or until the date of birth.

The Offices will indicate the procedure that should be followed and the documents that should be submitted.

During mandatory maternity leave employees will receive full remuneration.

Optional leave (parental leave)

Parental leave is an individual right that may be exercised by one of the two parents for a duration of maximum 6 months, which may be continuous or parceled out, and must be used in the child's first 14 years. Both parents' leaves of absence together may not exceed 10 months.

The father may opt for a 6-month leave, also at the same time as the mother. Should he decide to abstain from work for at least 3 months, his parental leave will be increased from 6 to 7 months.

For optional leaves of absence up to the child's 14th year, employees are entitled to a 30% increase of salary for an overall period of 6 months between both parents. In this overall



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period of optional leave of absence, which may also be parceled out, there apply for the first 45 days the more favorable economic conditions provided for by extraordinary leave (1/3 of the salary for the first day, full salary for the remaining 44)

Parental leave periods are included in the length of service, with the exception of holidays and thirteenth month pay, and are valid for pension entitlements (article no. 9 of the Decree of the President of the Republic no. 1026/76).

Employees are entitled to parental leave also in case of **adoption**, be it **national or international**, and foster care.

Sick leave

In case of sickness, employees must promptly notify their Structure (Department-School) and the Careers Office (carriere.docenti@uninsubria.it) of their absence, even if of one day only, and of their contact address, no later than 9.00 AM of the first day. Employees should then have their doctor visit them and send the certificate to the email address of the Office.