Talent Pass

T1.4 Talent recruitment and matchmaking. Engaging in academic trainings

Enhance Talent Circulation

Build Excellence in the Circular Economy

Forge Stronger Partnerships

Improve Access to Resources

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Candidates' Selection

Candidates' selection integrates eligibility checks, CV review, and alignment with project goals. The selection follows Horizon Europe principles of transparency, impartiality, gender balance, and confidentiality, and the expected outcome of the HORIZON-WIDERA-2024-TALENTS-03-01: ERA Talents action.

Selection Steps

The selection process is based on the submitted application form and CV (Europass format), and is performed by:

A. The internal Trainees Selection Committee from each Home Institution performs an eligibility check based on the following criteria:

(1) Employment/enrolment status – the PMT and HR departments from each home institution will assist the Selection Committee by performing administrative/legal verifications to confirm the candidate's employment/enrolment (labour contract or other form of contractual collaboration that stipulates a formal, contractual relationship between the candidate and the institution and that is legally valid according to the national legislation) status; the **Selection Committee** will store for each selected candidate a copy of the contract as proof for further verifications by interested parties (project officer, project evaluators, Granting Authority)

(2) English assessment; the **Selection Committee** will store for each selected candidate a copy of the application form and CV for further verifications by interested parties (project officer, project evaluators, Granting Authority)

(3) Commitment to diversity and inclusion; In line with Article 21 of the EU Charter of Fundamental Rights;

(4) at least one training module selected.

Following the eligibility check, the internal Trainees Selection Committee from each Home Institution (ICMPP, ECOIND, IST-ID, NIC, CRC) prepares a list of eligible trainees and submits it to the Steering Committee for selection.

B. The Steering Committee performs the **selection process** based on the following criteria:

(1) Impact and relevance of the proposed training in relation to the candidate's career/position.

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(**2**) Mutual benefits for both the candidate and the Home Institution, including the added value expected to be gained in terms of new knowledge, skills, and research capacity.

(**3**) Compliance with Talent Pass objectives and ERA Talents guidelines, ensuring that all proposed activities align with the programme's standards for excellence, openness, equal opportunities, and cross-sectoral mobility.

An additional, scoring-based process will be used for on-site trainings (see below). Following the selection process, the Steering Committee prepares a list of selected trainees, which is submitted to the internal Trainees Selection Committee and Talent Pass implementation team from each Home Institution.

C. Evaluation Procedure for On-Site Trainings

On-site trainings evaluation: subcriteria definition and description; scoring guidelines		
Sub-criterion	**Description**	**Max. score**
1. Self-assessment	Evaluate: (**i**) the clarity and realism of the candidate's self-assessment; (**ii**) the correspondence between the identified gaps, needs, and improvement areas and the training curriculum	**10**
Scoring guidelines:		
1÷2 [very weak]	provides a vague or generic answer; no clear self-assessment, no identified needs; no link to the training content	
3÷4 [weak]	mentions some skills or gaps, but the answer is superficial or poorly aligned with the training topic	
5÷6 [adequate]	provides a reasonable self-assessment and identifies relevant gaps, but lacks depth or specificity	
7÷8 [strong]	demonstrates a clear understanding of current competencies and articulates well-defined development needs aligned with the training	
9÷10 [excellent]	offers a precise, reflective, and well-structured self-assessment, showing strong alignment between the current situation, identified gaps, and the training's objectives	
2. Added-value and professional development impact	Evaluate: (**i**) the coherence and practicability of the candidate's purpose and expectations; (**ii**) the alignment between the training curriculum and the candidate's objectives and career path [this may include acquiring new competencies,	**10**

	strengthening existing skills, expanding interdisciplinary knowledge, or preparing for future responsibilities]	
Scoring guidelines:		
1÷2 [very weak]	no clear link between the training and professional development; motivation is unclear or irrelevant	
3÷4 [weak]	provides a general statement about development but lacks concrete expectations or long-term relevance	
5÷6 [adequate]	shows som [from 1 to 10]e understanding of how the training supports growth, but the explanation is basic or incomplete	
7÷8 [strong]	clearly articulates how the training supports future growth/responsibilities	
9÷10 [excellent]	demonstrates strategic thinking, strong motivation, and a well-defined vision of how the training will advance career goals and long-term professional evolution	
3. Institutional role footprint	Evaluate: (**i**) the relevance and precision of the candidate's statements regarding institutional footprint; (**ii**) the alignment between the training curriculum and the described benefits and contributions related to the team/ project/ department/ institution they are part of.	5
Scoring guidelines:		
1÷2 [very weak]	no connection between the training and institutional responsibilities	
3÷4 [weak]	mentions potential benefits, but in a vague or generic manner	
5÷6 [adequate]	identifies some relevant contributions, though the link to institutional needs is not fully developed	
7÷8 [strong]	provides clear examples of how the training will improve performance, workflows, or team outcomes	
9÷10 [excellent]	delivers a strong, concrete, and strategic understanding of how the training will generate institutional value, support ongoing projects, and aligns with organizational priorities	
	max. 25 points	

Each member of the Steering Committee will propose a score for each criterion between 0 and the envisaged maximum. The final score will be calculated as a weighted sum of the scores for each criterion. **Minimum threshold** for a candidate to pass the on-site training selection procedure: 13 points overall.

Final Recommendation

Based on the scores obtained, the Steering Committee will prepare a Final recommendation list consisting of two categories of candidates for on-site trainings:

1. Approved Candidates

Candidates that fulfill all evaluation criteria and demonstrate strong alignment with the Talent Pass objectives are classified as **_Approved._** The highest-ranked candidates will be assigned to the on-site training positions available at their Home Institution.

2. Reserve Candidates

The lower-ranked candidates who obtained at least **13 points overall** are classified as **_Reserve_**. They may be considered for participation if additional trainee positions become available, including cases where _Approved_ candidates withdraw.

All candidates on the reserve list will automatically qualify for the online trainings, as long as all specific eligibility and selection criteria are met.

Post-selection Steps

Post-selection steps are performed by the internal Trainees Selection Committee in collaboration with the Talent Pass implementation team from each Home Institution.

(i) Notification of selection. After approval, successful candidates are informed and are required to secure their placement and initiate the pre-training process.

(ii) Pre-training briefing. Before the start of the training, all selected trainees must attend a pre-training briefing designed to ensure a full understanding of the Talent Pass project's objectives and expected outcomes. This session also provides essential guidance on training procedures, format, and implementation.

(iii) Engaging in academic trainings. Once all training-related documents have been finalized and all training-related information have been disseminated, the trainee receives official authorization to commence the training on the agreed timeframe.