CALL FOR ADDITIONAL MEMBERS OF THE EIT'S CULTURE AND CREATIVITY SUPERVISORY BOARD

NOTE:

Please note that this call guidelines have been updated on date 14th May 2024.









Report: Selection of the new EIT C&C's Supervisory Board

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1.1	2024-03-20	Updated version of the document	Marc Martinez Niccolo Caderni
1.2	2024-05-14	Correction typo on Annex III: replacing deadline 15 th December 2024 (typo) by 15 th May 2024 (correct)	Marc Martinez

Please note that this call is subject to potential adjustments in accordance with the requirements of the European Institute of Innovation and Technology (EIT) or the operational and/or strategic needs of EIT Culture & Creativity.









Contents

Introdu	uction	4
1. Al	bout EIT Culture & Creativity Supervisory Board	5
1.1.	The EIT Culture & Creativity	5
Pr	riority Areas of EIT CC	5
1.2.	Main responsibilities of the Supervisory Board	6
1.3.	Challenges Ahead and the Need for Experienced Supervisory Board Members	6
1.4.	SB Profile and Expectations	6
Id	eal candidates background	7
2. Ap	pplication and selection process	8
2.1.	How to apply	8
2.2.	Key Dates and Timeline	8
2.3.	Evaluation and selection process	9
As	ssessment process	9
2.4.	Notification Process	9
2.5.	Induction and Training	9
2.6.	Terms of Appointment	9
2.7.	Contact Information	10
2.8.	Accessibility Statement	10
2.9.	Conflict of Interest Declaration	10
2.10	Privacy notice and Code of Conduct	10
2.11	. Final considerations	10
Annex	I: Declaration of No Conflicts of Interest	11
Annex	II: SB detailed profile and expectations	12
Profi	ile of members of the Supervisory Board	12
Expe	ectations, Workload and Remuneration	12
Term	ns of Appointment	13
Rem	uneration	13
Dive	rsity & Inclusion	13
Annex	III: Evaluation and selection process and criteria	14
Eligil	bility Criteria	14
Sele	ction Criteria	14
Appl	lication Process	15
Evalı	uation Process	15







Introduction

The EIT Culture & Creativity (EIT C&C) is pleased to announce an open call for candidates to join our Supervisory Board. As we continue to grow and evolve, we are seeking highly qualified individuals to contribute to our mission of strengthening and transforming Europe's Cultural & Creative Sectors & Industries (CCSI). This call marks an opportunity for experienced professionals to play a key role in guiding our strategic direction and ensuring the integrity of our operations. We welcome all interested individuals to consider applying and contributing to our dynamic international team.







About EIT Culture & Creativity Supervisory Board

1.1. The EIT Culture & Creativity

EIT Culture & Creativity (EIT C&C) is the Large-Scale European Partnership for the Cultural and Creative Sectors and Industries, initiated and supported by the European Institute of Innovation and Technology (EIT) for up to 15 years. It is a Knowledge and Innovation Community bringing together universities, research organizations, businesses and cultural institutions designed to strengthen and transform Europe's Cultural and Creative Sectors and Industries. Through its programmes and investments, it supports novel masters and vocational training, innovative services and products as well as SMEs, large companies and organisations to scale and better compete in global markets with the aim to strengthen competitiveness and growth in the Cultural & Creative Sector Industries (CCSI).

As the EIT Culture & Creativity organisation is being established we need to increase the size and the representation of the Supervisory Board, adding at least 3 new <u>external independent</u> members before the end of 2024¹. The Supervisory Board may consist of up to 11 members, with the majority being independent, at the discretion of the Board.

The current members of the EIT Culture & Creativity Supervisory Board have formed a Selection Committee that will design and manage the processes related to the identification and appointment of candidates for the permanent Supervisory Board.

Given the level of the candidates we are seeking, the Supervisory Board feels that a long-dated call is more appropriate for our current needs, whereby candidates can be interviewed and appointed at any time during the period of the call.

Priority Areas of EIT CC

Now, to align our objectives with the evolving landscape of the CCSI, it is important for the Supervisory Board members to possess diverse expertise. Therefore, we are emphasizing the relevance having expertise in the following

Therefore only candidates who meet the criteria for "external independent persons" as above are able to apply as an external independent person





¹ The Articles of Association of the Association provide that majority of the Supervisory Board must be external independent members:

As stated in the Articles of Association at clause 16.2, an "external independent person" shall mean in this context an individual who, while serving as member of the Supervisory Board and during the two (2) years preceding the appointment to the Supervisory Board, is not or has not been:

⁽i) a member of the Association,

⁽ii) a director, officer, employee, agent, consultant or (direct or indirect) shareholder, partner or member of any member of the Association or an affiliate of a member,

⁽iii) a person with a direct or indirect financial interest in any contract with any member of the Association or an affiliate of a member, or

⁽iv) a direct relative (spouse, life partner, parent, sibling or lineal descendant) of any person referred to in clauses (i) to (iii).



priority areas of EIT C&C:

Priority Areas of EIT CC	Description		
Architecture	Develop initiatives to promote sustainable building practices and climate-resilient architecture.		
Audio-Visual Media	Develop IP management tools tailored for the media industry, promote cross-industry collaborations, and support content creation through innovative funding models.		
Cultural Heritage	Utilize AR and VR to create immersive experiences, partner with cultural institutions for digital transformation projects.		
Fashion	Launch incubator programs focused on sustainable practices, digital fashion technologies, and global brand building. Facilitate partnerships with fashion tech startups and established brands.		
Gaming	Foster an ecosystem that supports European developers, leverage emerging technologies like AI and VR for game development, and create platforms for global distribution.		

1.2. Main responsibilities of the Supervisory Board

The Supervisory Board (SB) monitors, controls and supervises the Management of the EIT Culture & Creativity GmbH and of the Executive Board of the EIT CCSI e.V. The SB approves the Strategic Agenda, Business Plan, amendments of Statutes and extraordinary business activities. Based on the milestones and KPIs of the business plan, the SB oversees EIT Culture & Creativity's progress. The supervision encompasses, in particular, the legality and regularity of the Management's decisions and compliance with the applicable legal documents such as the articles or other internal corporate governance rules, EIT Regulations and other relevant guidelines and policies. In doing so, the SB will be cognisant of the interests and concerns of the EIT Culture & Creativity's stakeholders.

1.3. Challenges Ahead and the Need for Experienced Supervisory Board Members

The challenges ahead for the EIT Culture & Creativity require a strong Supervisory Board (SB) with experienced members possessing complementary expertise in various fields. As we aim to build a mature Knowledge and Innovation Community (KIC), it's essential to have SB members who can provide strategic guidance and oversight to ensure the success and sustainability of our organization.

1.4. SB Profile and Expectations²

The SB profile emphasizes independence, expert knowledge, and a commitment to humanistic values. Desired qualities include understanding EU policies, experience in supervisory roles, and a broad international outlook. Expectations regarding time commitment, workload, terms of appointment, and remuneration are outlined.

² For further detailed information, please refer to Annex II









Ideal candidates background

In our pursuit to enhance the expertise and effectiveness of the Supervisory Board (SB) for EIT Culture & Creativity, we are actively seeking individuals with backgrounds in specific areas to fill missing gaps within the Board. Accordingly, ideal candidates should possess background and experience in the following fields:

- Legal
- Intellectual Property Rights (IPR)
- Finance and Investment
- Media
- Telecommunications and Information Technology

These profiles are needed to ensure that our SB is composed of members with complementary and hands-on expertise, enabling them to effectively support and steer the EIT CC SB on its challenging path. By focusing our search on individuals with expertise in these areas, we aim to strengthen our governance structure and enhance our ability to fulfill our mission and objectives.

Level of seniority

Candidates should demonstrate a high level of seniority and management expertise in their respective fields, typically with a minimum of 10 years of relevant experience, including significant experience in leadership or decision-making roles within their organizations. This seniority ensures that candidates possess the necessary strategic insight and industry knowledge to contribute meaningfully to the SB's activities and decision-making processes. Additionally, candidates should have a proven track record of successfully navigating complex regulatory environments and driving organizational growth and innovation.







2. Application and selection process

2.1. How to apply

To apply³, please submit by the Application Deadline below an email to hiring@eit-culture-creativity.eu attaching the following documents:

- Letter of motivation
- CV
- Declaration on no conflict of interests filled in and signed⁴

2.2. Key Dates and Timeline

Publication	8th March 2024	
Deadline	The application window extends from call opening until May 15st, 2024, 17.00:00 CET. Applications received from the call's opening until its closure will be evaluated within six weeks after the call's closing. Following the assessment, the Selection Committee will notify candidates of the outcome. If suitable candidates are not identified to fill all positions on the SB, the EIT CC SB reserves the right to issue a new call to fill the remaining positions.	
Selection to the SB	At the next available General Assembly after being recommended by the EIT CC SB Selection Committee.	

⁴ Annex I: Declaration of no conflict of interest template





³ Application process is subject to change. New application process will be properly updated and in time within the call guidelines document published in our website https://eit-culture-creativity.eu/



2.3. Evaluation and selection process

The evaluation and selection process of the candidates is structured to ensure full evaluation of all candidates. Candidates are required to submit their applications – which include their Curriculum Vitae (CV), Cover Letter (CL), and Declaration on No Conflict of Interests (CoI)- before the given deadline on **May 15**, **2024**. Following this deadline, the EIT SB Selection Committee will convene the assessment process of all received candidacies.

Assessment process⁵

The initial phase of assessment involves an *admissibility and eligibility check* conducted according to the specific criteria outlined in Annex III. This thorough review ensures that each candidate's application meets the required standards. If a candidate's application fails to address these criteria adequately, it will be deemed ineligible, the candidate will be notified and the process will be halted.

For candidates whose applications pass the admissibility and eligibility check, the evaluation and selection process proceeds to the subsequent phases. This multifaceted process comprises two distinct phases. Each phase is designed to delve deeply into the candidates' qualifications, experiences, and alignment with the role's requirements

- 1. **First Assessment: CVs and Motivation Letters** The EIT C&C SB Selection Committee will thoroughly review each candidate's application, focusing on alignment with the role's essential requirements. Criteria include qualifications, professional experience, sector expertise, vision, and achievements.
- 2. **Second Assessment: Interviews** Shortlisted candidates will undergo interviews to assess their qualifications in greater depth. Criteria such as network contribution, funding acquisition, skills, board experience, and personal and organizational gain will be evaluated through refined model interview questions.

2.4. Notification Process

All applicants will receive an acknowledgment of their application. Shortlisted candidates will be notified via email to schedule interviews. Final decisions will be communicated promptly after the General Assembly's approval.

2.5. Induction and Training

New members will undergo an orientation program to familiarize themselves with EIT C&C's strategic objectives, operations, and governance structures.

2.6. Terms of Appointment

The term length for Supervisory Board members are four years, with the possibility of re-appointment once based on performance and the needs of the organization.

⁵ For Further Information please refer to Annex III







2.7. Contact Information

For any inquiries related to the application process or the role, please contact the EIT C&C Secretariat at <a href="https://hitt

2.8. Accessibility Statement

EIT C&C is committed to accessibility and inclusivity. Candidates who require accommodations during the application process are encouraged to reach out to the Secretariat.

2.9. Conflict of Interest Declaration

Applicants must disclose any potential conflicts of interest in their application and will be required to sign a Conflict of Interest Declaration form if selected for the Supervisory Board.

2.10. Privacy notice and Code of Conduct

Data protection rules are followed according to GDPR. GDPR. Please see our <u>GDPR Compliant Privacy Notice</u>. Applicants confirm they will comply with the <u>EIT C&C's Code of Conduct including the Conflict of Interest</u> policy (draft as of Oct 2023)

2.11. Final considerations

- Candidates must apply within the application deadline to be eligible for selection.
- All candidates will be acknowledged, reviewed, and evaluated, after each cut-off date.
- Those candidates selected for an interview will be contacted to set up an interview, in person, online or hybrid.
- If successful, the candidate will be proposed for election to the Supervisory Board at the next General Assembly.
- In accordance with the By-Laws of the Association, the CVs of the candidates proposed for election will be provided to the Members of the General Assembly.
- We reserve the right to conduct further interviews, to request candidates to provide us with the name and contact details of up to three referees, and to seek independent verifications.
- We reserve the right to employ recruitment agents and to use HR or other professional consultants during the recruitment process.







Annex I: Declaration of No Conflicts of Interest

Name of Candidate for Supervisory Board:

Supervisory Board. [signature]
I confirm that I have reviewed EIT C&C's Code of Good Conduct, including the conflict of interest policy and I confirm and declare that I have no conflicts of interest that would prevent me from being appointed as a Member of the







Annex II: SB detailed profile and expectations

Profile of members of the Supervisory Board

In line with the values and operations of the EIT Culture & Creativity, all members of the SB will be required to possess an independent, knowledgeable, critical yet constructive mindset with deep respect for other individuals and for the creative processes that underpin the work of the KIC CCSI. Diversity of thought, gender, geographical spread, intergenerational representation and cultural background are essential for the Board's composition. Acknowledged qualities for all members will be independence, personal integrity, discretion, expert knowledge in their field, academic level of thinking, broad international experience and demonstrated ability to work effectively in multicultural settings, multi-stakeholder organisations, transnational bodies and leadership in change processes.

The following qualities are highly valued in the SB as a collective body:

- Understanding the priorities of European Union policies related to the CCSI sector in general and experience with the CCSI sector
- Understanding the concept of the quadruple helix i.e. the extended knowledge triangle (collaborations between education, research, business and public authorities/ society)
- Understanding the priorities of European Union policies in areas such as culture, education, entrepreneurship and growth, and/or research and innovation
- Experience in supervisory roles within organizations of similar size and scope to the EIT C&C is highly valued.
- A belief in humanistic values, caring about the future of Europe, and the future of the planet.

While certain members of the Supervisory Board will bring specific qualifications in areas of strategic relevance, a measure of overlap is anticipated and a broad general understanding of key topics by all members is expected. In addition to the mandatory qualities of the SB cited above, we also seek candidates with one or more of the following profiles:

- A serial entrepreneur with an interest in CCSI and with a successful track record of venture-building
- A senior investment professional, e.g. angel investor, venture capitalist, family office or institutional investor
- A senior executive of a large, preferably publicly listed, company
- A senior executive of a public grant-allocating agency or programme at a national, regional or EU-level
- A senior leader from academia, responsible for research, tech transfer, innovation, entrepreneurship
- A senior executive from a leading cultural institution
- A senior leader of an advanced technology institute or R&D department in a large company
- A senior executive of a charitable foundation or a philanthropic organisation
- A senior partner in an international law firm with expertise in intellectual property.

Given the international composition of the SB, full proficiency in English is required. Senior leader/executive also encompasses recently retired leaders.

Expectations, Workload and Remuneration

Time commitment

- a. We expect to run 4 to 5 (max) meetings a year with a blend of in-presence and on-line. If you are not present, there will be facility for hybrid meetings.
- b. You are committed to attending at least 3 SB meetings per calendar year, at least one of those in presence.







Report: Selection of the new EIT C&C's Supervisory Board

- c. Throughout the year there will be sharing of documentation which you will be expected to read, and the occasional ad hoc meeting to discuss and approve specific items.
- d. The SB may constitute one or more sub-committees, either permanent or ad-hoc, to support and supervise specific areas. These will require additional time commitment; however, participation to any of these committees is entirely voluntary.
- e. The EIT C&C will occasionally run or participate in events of cultural or scientific interest for our community. Although not compulsory, Members of the SB are expected actively to participate (i.e. as a speaker or a panel member) to at least one such events a year. Such attendances need to be approved by the CEO of EIT C&C beforehand.

Terms of Appointment

The term length for Supervisory Board members are four years, with the possibility of re-appointment once based on performance and the needs of the organization. Logistical and other support

Members are expected to use their own office and IT facilities at their own expense. IT support, including access to dedicated email and cloud storage, will be provided by the EIT C&C. EIT C&C will also provide reasonable administrative and logistics support through a dedicated person supporting the SB.

Remuneration

- a. Standard remuneration for Members of the SB is €1,500 per full meeting in person and €500 per full meeting in remote, up to a maximum of €5,000 per year.
- b. Regular exchange of information, reading of documentation, attendance to online intermediary meetings (reasonably within an average of 1 to 2 hours a week) is not remunerated, but is part of the attendance at the main meetings above.
- c. Any extra work above 8.a and 8.b above, including attendance to sub-committee, ad-hoc taskforces and so on, will be remunerated by separate negotiation.
- d. All documented out-of-pocket costs, incurred in compliance with the travel policy, will be reimbursed to the Members.
- e. Voluntary attendance at events is remunerated on an expenses-only basis.

Diversity & Inclusion

EIT Culture & Creativity aspires to be an equitable and inclusive community. We nurture an open culture, where everyone is supported to fulfil their potential. We see inclusivity of talent as the basis of our success, and the diversity of perspectives and people as highly valued outcomes. EIT Culture & Creativity provides equal opportunities for all employees and applicants regardless of gender identity or expression, sexual orientation, religion, ethnicity, age, neurodiversity, functional impairment, citizenship, or any other aspect which makes them unique. Diversity in terms of nationality, gender, age, and profession will accordingly be an important selection criteria.







Annex III: Evaluation and selection process and criteria

Eligibility Criteria

An application will be eligible if the following conditions are met:

Criteria	Explanation	
Submitted on Time	The application was submitted before the deadline on 15th May 2024.	
Complete Application	The application includes all required documents: a CV,a motivation letter and	
	Col declaration.	
Format Compliance	The CV (no longer than two A4 pages) and the motivation letter (no longer	
romat compliance	than one A4 page) are submitted in pdf format.	
Language	The application is entirely in English.	
Submission Method	The application is submitted via the specified email: hiring@eit-culture-	
Submission Method	creativity.eu .	
Identification Information Included	The application includes full name, contact details, and any other required	
identification information included	identification info.	
Compliance with the Selection	The applicant addressed the selection criteria outlined below	
criteria		
Indopondopov	The applicant is a independent person as stated in the section 1.1 of this call	
Independency	guidelines	

Proposals containing one or more ineligible elements will receive an official communication from EIT C&C setting out the outcome of the admissibility and eligibility check and explaining why the proposal failed to meet the criteria. Candidates are welcome to resubmit their application once the eligibility criteria have been met.

Selection Criteria

The following selection criteria must be addressed by any applicant:









Criteria	Explanation		
Qualifications and	Candidates must hold a relevant academic degree (Bachelor's, Master's or superior) in fields		
Education	directly related to the cultural and creative sector, such as Fine Arts, Design, Cultural		
	Management, or equivalent. Additionally, professional certifications or qualifica		
	specialized areas of the cultural and creative industries are highly valued.		
Professional	Candidates should possess extensive senior-level experience (minimum 10 years) within the		
Experience	cultural and creative sector, demonstrating a track record of leadership and achievement. This		
includes significant experience in roles such as CEO, Executive Director, or Board			
	prominent cultural institutions, creative agencies, or innovative startups.		
Sector Expertise	Candidates must exhibit proven expertise in key areas critical to the success of EIT C&C,		
	including innovation management, intellectual property management, strategic planning, and		
	cross-sectoral collaboration. This expertise should be demonstrated through tangible		
	achievements, such as successful project implementations, industry partnerships, or		
	innovative product/service development within the cultural and creative sectors.		
Vision and	Candidates must demonstrate a clear understanding of EIT's mission and values, as well as a		
Strategic	strategic vision for advancing the cultural and creative sectors in alignment with broader		
Alignment	societal and economic goals. This includes the ability to articulate innovative ideas, anticipate		
	future trends, and develop strategic initiatives that contribute to the long-term sustainability		
	and growth of the cultural and creative industries.		

Application Process

- 1. Carefully read the call and familiarize yourself with the selection criteria to ensure your application aligns with our needs.
- 2. Develop your CV and Motivation letter. We recommend using the Europass model, which is recognized across the EU. You can create or update your Europass CV here.
- 3. Submit your CV and Motivation letter to hiring@eit-culture-creativity.eu by the specified deadline on 15st May 2024 (deadline)⁶. Please ensure that your application is complete and adheres to the requirements outlined in the eligibility criteria. Please note that in accordance with the By-Laws of the Association, the CVs of the candidates proposed for election will be provided to the Members of the General Assembly.

Evaluation Process

First Assessment: CVs and Motivation letters

The EIT C&C SB Selection Committee will conduct a thorough review of each candidate's application, focusing on alignment with the role's essential requirements. The assessment will be based on the criteria provided in the table below:

⁶ Application process is subject to change. New application process will be properly updated and in time within the call guidelines document published in our website https://eit-culture-creativity.eu/







Report: Selection of the new EIT C&C's Supervisory Board

Criteria	Description	Scoring Explanation
Qualifications and Education Professional	Verification of relevant academic degrees (Bachelor's, Master's, or superior) in fields directly related to the cultural and creative sector, such as Fine Arts, Design, Cultural Management, or equivalent. Additionally, professional certifications or qualifications in specialized areas of the cultural and creative industries are highly valued. Depth and breadth of senior leadership experience in	1: No relevant qualifications 2: Limited qualifications 3: Adequate qualifications 4: Strong qualifications 5: Exceptional qualifications 1: Limited experience with minimal
Experience	the cultural and creative industries, with a minimum of 10 years of relevant experience, demonstrating proficiency in integrating knowledge triangle principles, fostering innovation, and building strategic partnerships.	achievements 2: Some relevant experience with moderate achievements 3: Adequate experience with notable achievements 4: Extensive experience with significant achievements 5: Exceptional experience with widely recognized achievements
Sector Expertise	Demonstrated skills and experiences in strategic areas of EIT C&C, including Legal, Intellectual Property Rights (IPR), Finance and Investment, Media, Telecommunications, or Information Technology sectors, with proven cross-sectoral collaboration and innovation expertise.	1: Limited sector expertise 2: Some sector expertise with narrow focus 3: Adequate sector expertise with broad focus 4: Strong sector expertise with significant depth 5: Exceptional sector expertise with wide recognition
Vision and Strategic Alignment	Alignment with EIT's mission and strategic vision, exhibiting a transformative vision for advancing the cultural and creative sectors, and effectively integrating strategic planning and decision-making processes to achieve organizational goals.	 No alignment or vision Limited alignment or vision Adequate alignment or vision Strong alignment or vision Exceptional alignment or vision
Demonstrated Achievements	Documented achievements and contributions to previous roles, including recognitions, awards, and successful implementation of innovative initiatives that have positively impacted the cultural and creative industries.	 No significant achievements Limited achievements Adequate achievements Notable achievements Exceptional achievements with widespread recognition

All candidates passing the **threshold of 20 points** will pass to the second assessment phase.

Second Assessment: Interviews

Candidates shortlisted from the first assessment will be invited for interviews. The interviews will explore the candidates' qualifications in greater depth according to the criteria below:







Report: Selection of the new EIT C&C's Supervisory Board

Assessment Criteria	Description	Refined Model Interview Questions	Scoring Explanation
Network Contribution	Extent and relevance of the professional network.	"Can you describe the network you would bring to EIT C&C? How it will contribute to the EIT KTI model?"	1: The candidate demonstrates a limited or insignificant network with minimal reach. 2: The candidate possesses a modest network with limited relevance to EIT C&C goals. 3: The candidate has an adequate network with moderate relevance to EIT C&C goals. 4: The candidate boasts a strong network with significant relevance to EIT C&C goals. 5: The candidate possesses an exceptional network with extensive reach and high relevance to EIT C&C goals.
Funding Acquisition	Experience in acquiring funding.	"What strategies have you previously employed to secure funding?"	 The candidate demonstrates no experience or success in securing funding. The candidate has limited experience with minimal success in securing funding. The candidate possesses adequate experience with moderate success in securing funding. The candidate exhibits strong experience with notable success in securing funding. The candidate showcases exceptional experience with consistent and significant success in securing funding.
Skills and Expertise	Unique skills and expertise brought to the board.	"What specific skills and expertise do you offer?"	1: The candidate's skills and expertise are not clearly defined or relevant to EIT C&C objectives. 2: The candidate possesses limited skills with minimal potential for transformative impact. 3: The candidate has adequate skills with moderate potential for transformative impact. 4: The candidate demonstrates strong skills with notable potential for transformative impact. 5: The candidate exhibits exceptional skills with transformative potential that significantly contribute to EIT C&C objectives.
Board Experience	Past experiences with board roles and contributions.	"Could you elaborate on your role in other boards?"	 The candidate lacks any board experience or contribution. The candidate has minimal board experience with limited contributions. The candidate possesses adequate board experience with moderate contributions. The candidate demonstrates strong board experience with notable contributions. The candidate exhibits exceptional board experience with outstanding contributions that significantly enhance governance and decision-making processes.







Report: Selection of the new EIT C&C's Supervisory Board

Assessment Criteria	Description	Refined Model Interview Questions	Scoring Explanation
Personal and Organizational Gain	Personal aims and potential value addition to EIT C&C.	"What do you hope to gain from your involvement with EIT C&C?"	

All candidates passing the **threshold of 20 points** will be selected to be part of the EIT CC SB. In case there are more than 7 candidates passing the threshold of 20 points, the first 7 will be selected per ranking order.



