

## Terms of Reference (ToR)

### Scientific Committee of the International School for Local Democracy

### Promoted by ALDA, the European Association for Local democracy

#### 1. Background

The International School for Local Democracy, organised annually by ALDA (European Association for Local Democracy) at Villa Fabris in Thiene (Vicenza, Italy), aims to foster local governance and democratic practices through education and capacity building. To ensure the academic and political rigour of the School's programs, ALDA seeks to establish a Scientific Committee composed from minimum three to maximum five distinguished individuals with relevant expertise in political science, local governance, democracy, and related fields.

#### 2. Purpose of the Scientific Committee

The Scientific Committee will provide strategic and academic guidance for the International School for Local Democracy. This Committee will ensure that the School's curriculum, sessions, and overall direction align with contemporary research and best practices in local democracy and governance.

#### 3. Composition and selection of the Committee

- The Scientific Committee will consist of minimum three to maximum five members.
- The members of the Committee will be selected by a selection committee composed of 5 persons representing the Coordination Board, the Scientific Board and the Governing Board of ALDA. The decision of the committee is final and not subject to appeal.
- One member of the Committee will be elected as the President of the Scientific Committee by the Committee members.

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## 4. Roles and Responsibilities

The Scientific Committee will be responsible for the following tasks:

### 1. Curriculum Development and Review

- o Provide expert input and validation of the School's curriculum.
- o Ensure that the curriculum is aligned with the latest developments in local democracy, governance, and political science.

### 2. Program Design

- o Advise on the design and structure of the School's sessions, workshops, and activities.
- o Recommend themes and topics for each edition of the School.

### 3. Quality Assurance

- o Monitor and evaluate the academic quality and relevance of the School's content.
- o Provide feedback on the effectiveness of the School's educational activities.

### 4. Speaker and Partner Recommendations

- o Suggest and help to identify potential speakers, lecturers, and partners with relevant expertise.
- o Facilitate connections with academic institutions, political bodies, and other organisations.

### 5. Reporting

- o Prepare an annual report summarising the Committee's activities, evaluations, and recommendations for future improvements.
- o Participate in regular meetings with ALDA's organising team to discuss progress and challenges.

### 6. Support ALDA's Vision

- o Advocate for the School and its mission within relevant networks.
- o Contribute to the promotion and visibility of the School in academic and political circles.

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## 5. Requirements for Application

Applicants interested in joining the Scientific Committee should meet the following criteria:

- **Academic Background:** A minimum of a Master's degree in political science, local governance, democracy studies, or a related field.
- **Professional Experience:** At least 10 years of experience in academia, local governance, or political practice with a demonstrated understanding of local democracy issues.
- **Expertise:** A strong track record of research, publication, or professional work related to local governance, democracy, or public administration.
- **Commitment:** Willingness to contribute pro-bono and attend meetings, including one annual in-person meeting at Villa Fabris in Thiene.
- **Network:** A well-established network in academic, political, or governance circles.

## 6. Benefits to Committee Members

Although the position is pro-bono, members of the Scientific Committee will benefit from the following:

- **Recognition:** Official acknowledgment on the ALDA website and all School-related materials.
- **Networking:** Opportunities to collaborate with leading experts and practitioners in local governance and democracy.
- **Influence:** The ability to shape the curriculum and direction of an international educational initiative.
- **Professional Development:** Engagement in discussions and activities that contribute to personal academic and professional growth.

## 7. Application Process

Interested individuals are invited to submit their CV, a cover letter outlining their motivation and suitability for the role, and two references to ALDA by the **20th of November 2024**. Applications should be sent by e-mail to [villafabris@alda-europe.eu](mailto:villafabris@alda-europe.eu), indicating "Scientific Committee of the International School for Local Democracy" in the subject.

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