



Rondine Cittadella della Pace
World House Program
2021 - Call for participants

The mission of Rondine

The Rondine Cittadella della Pace Association, based in Italy, has been working for peace and dialogue for more than 20 years. The program aims at promoting conflict transformation through the experience of young people coming from conflict and post-conflict areas and belonging to different cultures by applying an original training approach

During a two-year experience, participants deconstruct the idea of the “enemy” and work actively to develop projects with a social, political and economic impact in order to contribute to peaceful development in their own countries and the world.

To achieve these results, fellows receive high-quality training on topics related to conflict management, as well as improve their soft skills and learn about the necessary methodologies needed to create concrete opportunities for development and reconciliation.

In addition to this specific training program, fellows develop their professional and academic curriculum by obtaining a master’s degree or specialization by high vocational education.

What is World House?

The *World House* is an international experience of civic engagement for conflict transformation. It takes place through the experience of cohabitation with other fellows and daily activities. This is a core part of the project where the education process and training take place - learning by living.

By being the core of the Citadel, the World House involves many innovative courses and projects. The young participants are prepared to become future leaders, in a context of fast transformation, deep change, high stake conflicts and increased complexity of relations.

It is the place where the promotion and the diffusion of the mission of Rondine begin.

The program

It is now possible to apply to the current program running from September 2021 to June 2023, which includes four main areas:

1. **Daily life:** through cohabitation with others, participants practice respect for the other as a person. They are asked for responsible participation in the educative processes focused on the encouragement of personal growth. The whole experience is based on *relations* and the commitment to take care of them, to be able to handle them constructively and to understand social, cultural, and religious diversity. Participants are expected to actively contribute to the daily life of Rondine and to adopt a proactive attitude.



2. **Training:** it is composed of a series of activities aimed at deepening personal competencies and soft skills such as leadership, communication, storytelling, public speaking, active learning, etc. The core of the training is conflict transformation, which aims to cover the understanding of the causes and consequences of the war in the respective countries of the participants through the confrontation of different conflict experiences. The training program also covers topics like human rights, conflict analysis, and, in the second year, it includes a special project management module, aimed at understanding professional vocation and providing adequate tools to fulfil it. The training is conducted by international and local mediators, trainers, scholars, and specialized psychologists. They act as a facilitator to enable fellows to share their views on personal identity issues, starting from their own culture, history, customs, traditions, and stereotypes, to finally deal with their own approach to the conflict. The topics are addressed through activities and lectures that foster interpersonal communication and gradual expression of their experiences by considering different points of view.
3. **Civic engagement:** participants of the World House are involved in institutional events, promotion and communication interventions, training, meetings with schools and associations, voluntary activities. Participation and attendance in this kind of activities are crucial, and it is the occasion to show and exercise skills developed during the training courses.
4. **Formal education:** through an academic master or another type of vocational training courses at the main universities or institutes in Central Italy (Tuscany, Umbria), participants will complete their study curriculum started in their country, getting prepared for the job market with greater sensibility and focus on social changes. Rondine fellows generally attend a one-year master (60 ECTS) on a part-time basis, to be compatible with the Rondine training¹. The choice of the course will be agreed upon with the educational staff, and it will be bound by the level of the study stated in the *Dichiarazione di Valore*², a legal document necessary for academic enrolment and to be obtained by candidates before they arrive in Italy. Rondine welcomes participants from all academic backgrounds since we strongly believe in the possible impact on conflict transformation through civil society and all the professional sectors.³

Rondine staff periodically interviews fellows to assess their proactivity and involvement in the group, punctuality, and presence, level of Italian language, motivation. The objective of the interview is to evaluate if the student can continue his/her experience in Rondine.

¹ Please find further information on the Italian academic system at: <http://www.cimea.it/en/index.aspx>

² The 'Dichiarazione di Valore' is the document that proves the value of the title of the degree obtained in a different system than the Italian one. It is drafted in Italian and released by the Italian Diplomatic Representatives Office abroad (Embassies or Consulates), the closest to the city in which is the institution that has issued the degree. More information at the following link: http://www.istruzione.it/urp/dichiarazione_valore.shtml

³ Students who would like to attend **medical** studies are not advised to apply due to the differences between regulations by the Italian Ministry of Education and other respective Ministries in their home countries.



Who can participate?

Participants will be selected among candidates showing the following characteristics:

- Aged between 21- 28;
- Sensibility and readiness to work on the topics of conflict of the country of origin and conflicts in general
- Predisposition to leadership
- Predisposition to public speaking and communication
- Predisposition to team and group work and active listening
- Predisposition to take on roles of responsibility
- Predisposition to team building and active involvement
- Predisposition to civic engagement and volunteering
- Project-oriented attitude, aiming at implementing social projects upon return to his/her home country
- Predisposition to entrepreneurship and social innovation
- Knowledge about civil society and the non- profit sector
- Sensibility about global sustainability or at least about some of the following topics: climate change, cooperation, welfare, civil and social economy

Please, note that Italian is the official language for communication and activities in Rondine. Knowledge of English is desirable for a profitable participation in the Rondine training.

The end of the program and return home

After the end of the experience in Rondine, participants go back to their home countries with a vast experience gained during 2 years. Initial predispositions become acquired competencies so that participants are ready to face the difficulties of managing the socio-cultural changes of their realities and capable to implement the projects designed in Rondine. The organization aims to promote cohabitation, dialogue, conflict transformation, and peace-building through the realization of projects impacting societies, divided communities, groups, and single persons.

Indeed, the second year of the Rondine program is devoted to specific training to support fellows to better understand which social impact project to realize after the program. Through this training, Rondine focuses on personal and professional vocation. Starting from the human dimension towards becoming a global leader for peace, the training program acts on the person's aptitudes and ability to create relationships and transmit values.

The final objective is to create future leaders who are innovative and creative trainers, policymakers, and entrepreneurs capable of generating a social and economic impact in their respective countries.

At the end of the program, participants can be part of an association of former Rondine fellows, named "Rondine International Peace Lab" (R-IPL). Founded in 2017, R-IPL is a network of around 200 professionals, managed by a Board and a President elected by consultation among the alumni.



Selection process

The selection of participants includes the following phases, all of which required for successful completion:

- **Application form:** the candidate must complete the request of admission and send it before the deadline, attaching all the required documents.
- **Pre-selection:** from the pool of application forms sent by the deadline, those that fulfil all the requirements will proceed to the next step. In this phase, eligible candidates will receive materials to self-study Italian basics. This phase may also include online aptitude tests.
- **Individual interview:** the candidate will be interviewed individually to verify his/her personal aptitude and his/her motivation to carry out the experience of the World House. In this phase, the discussion of the personal and professional project that the candidate has presented will receive special attention. Interviews will be online.
- **Assessment of Italian language knowledge:** the shortlisted candidates will be interviewed by an Italian language teacher and a member of the World House staff. Through this interview, Rondine will assess oral, grammar, and written skills. Positive results, together with the criteria mentioned in the third phase, are required to have access to the program.
- **Candidate selection:** Rondine Admission Team will inform selected candidates at the end of the interview phase (May-June). To accept participation in the program, candidates must sign a Learning and Participation Agreement. After the receipt of the Learning and Participation Agreement, the participant will undertake the necessary organizational and administrative procedures, supported by the Rondine International Relations Office.
- **Preparation for the arrival:** the Rondine program starts on July, 5th with an online phase aiming to facilitate the arrival of selected candidates. It is mainly focused on two aspects: the study of the Italian language through an online course, and the introduction to Rondine activities. This period is also devoted to obtaining all the required documents to attend the World House program.
- **The trial period in Rondine:** selected candidates arrive in Rondine on September, 6th to start a trial period aimed at verifying the motivation and personal attitudes of the participant. The trial period lasts from September to December, at the end of which candidates deemed eligible will be officially accepted into the World House. During this period, candidates will continue studying Italian through an intensive course. The course aims at expanding the knowledge and the use of the language, as it is the official one for communication in the World House. Candidates are evaluated during the entire trial period not only on the knowledge of the Italian language but also upon criteria such as involvement in the program, proactivity, and management of relationships within the World House.



Organizational and economic aspects

During the whole period of the participant's attendance to the program, the association takes responsibility of covering the following costs:

- Cost of the training activities in Rondine and online
- Cost of the lodging and board in Italy
- Cost of the academic or vocational training (enrolment fees, learning material, transportation)

Expenses under the responsibility of the student include: the travel expenses to/from Italy and visa procedures, holiday travels, personal and medical expenses and every other cost not specifically mentioned among those covered by the Association.

A more detailed description of the economic aspects will be part of the Learning and Participation Agreement that the candidate will be asked to read and sign before the start of the trial period.

The deadline and the documents for completing the application

Those interested in participating in the Rondine program must send the documents mentioned below before the **28th February 2021** to the following email addresses: apply@rondine.org, or international.rondine@gmail.com

The required documents are:

- Application form (here attached);
- Copy of passport, valid at least until September 2022;
- Motivation letter;
- Curriculum Vitae or Resume;
- Copy of the last qualification or certificate, diploma or degree earned;
- Rondine Project Proposal Form (here attached);
- At least one recommendation letter, signed by a professor from the student's university, or a supervisor of a non-profit or association in which the candidate is active;
- Copy of the driving license⁴;
- Notice on personal data protection (*hand-signed*; here attached)

For further information

We recommend visiting <https://callforparticipants.rondine.org/> to get additional information related to the present call for applications and the program. You can also contact Rondine International Relations Office via telephone: +39 0575 299666, or e-mail: apply@rondine.org.

⁴ To drive in Italy, an International Driving Permit (IDP) is required. It is any valid, required by law identity document that allows the holder to drive a private motor vehicle in any country or jurisdiction that recognizes IDPs. To be valid, the IDP must be accompanied by a valid driving license issued in the holder's country of citizenship. Selected candidates already having a driving license, shall obtain the IDP before their arrival in Rondine. Please, look for further information regarding regulations and authorized bodies that release IDPs in your country.



Rondine Cittadella della Pace Program 2021-2023
Application Form

General information:

Name

Surname

Gender Male Female

Date of birth

Place of birth

Nationality

Complete address

.....

Telephone contacts

e-mail

Obligatory military service requirements absolved: Yes No

Marital status Married Single

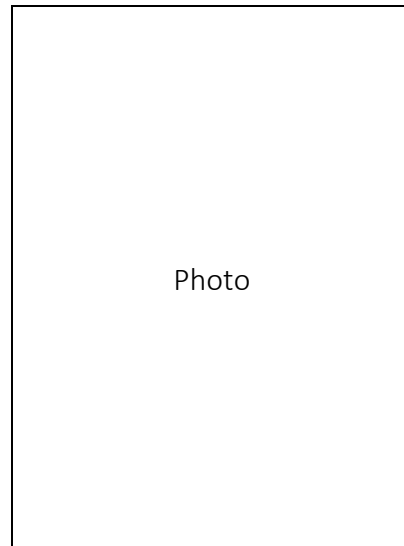
Children Yes No

Ethnic background (where applicable)

Do you consider yourself an artist? Yes No

If yes, please describe briefly in which field of art

.....





Educational background:

(if currently attending a post-graduate course, please write both your obtained degree and the expected one)

Latest degree obtained or expected

Date or expected date of award

Final result

At (name of University or another Institute)

Preferred field of study for the Academic or Vocational Program that you wish to attend in Italy:

.....

Work experience:

Are you currently employed? Yes No

If yes, what is your profession at the moment?

Briefly describe your past work experience

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.....

.....

Have you, or are you currently pursuing any extracurricular activities?

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Additional information:

Father's name and surname.....

Profession..... Date of birth

Address

Mother's name and surname.....

Profession..... Date of birth

Address

How did you find out about this application?

.....

Do you have any special needs (diet or medical)? Yes No

If yes, please provide details

.....

References of the applicant (academic, professional or civic engagement sphere):

Please write name, position, contact and relationship to applicant

1.(obligatory).....

.....

2.(optional).....

.....

3.(optional).....

.....



I have included the following documents (tick all included documents):

- Copy of valid passport (must be valid until at least September 2022);
- Cover letter of motivation;
- Curriculum Vitae;
- Rondine Project Proposal Form;
- Copy of last diploma/degree obtained;
- Reference letter/s;
- Driving license (if available);
- Notice on personal data protection (*hand-signed*).

If accepted in the Program, I fully understand and commit myself to be responsible for preparing and supplying to Rondine the following documents:

- Italian Entrance Visa for Study/University;
- *Dichiarazione di valore* added to any other document for the enrollment in an academic or vocational program;
- General health medical certificate;
- International Driving Permit (if driving license available);
- Any other documents specifically requested by the Association.

If NOT accepted in the Program, I wish to be updated about the next application rounds and other Rondine projects

Yes

No

I hereby declare to have read the entire call for application.

Date Signature.....



Rondine Project Proposal Form

Answer briefly to the following questions

What are your personal and professional aptitudes?

Do you believe you can influence others using your personal skills?

Do you think you have entrepreneurial skills?

Do you like to teach others the things you know?

What do you think your territory needs to resolve the conflict / develop /improve socially, economically, culturally etc.?



Present your project idea - explain how you would like to create a social, economic and cultural impact on your society, how you think you can transform the conflict in your country.

The general objective

The territories which you would like to have an impact on

The target groups

Stakeholders you would like to involve

List of the proposed activities



SUBJECT: Notice pursuant to and by effect of Article 13 of the EU GDPR 2016/679 regarding personal data protection

Associazione Rondine Cittadella della Pace informs you that, for establishing and managing the processes held to select candidates for the World House, it is the Data Controller of data of yours which can be classified as personal data pursuant to the Data Protection Act.

Data Controller

The Data Controller, pursuant to Article 4.7 of EU Regulation 2016/679 is Associazione Rondine Cittadella della Pace – Loc. Rondine, 1 – 52100 Arezzo (AR), tel. +39 0575 299666 in the person of its *pro-tempore* legal representative.

Data Protection Officer (DPO)

Pursuant to Articles 37 to 39 of EU Regulation 2016/679, the Data Controller has appointed a Data Protection Officer (DPO) who can be contacted at the following email address: dpo@rondine.it.

Purpose and legal basis of the processing

Pursuant to Article 6, paragraph 1, letters a) and b) and Article 9, paragraph 2, letters a) and d) of EU Regulation 2016/679, your personal data are collected and processed:

1. to fulfil obligations envisaged by the law, by regulations and by the European Community legislation (“personal” data);
2. before the contract is finalised, to fulfil specific requests made by the Data Subject (both “personal” and “specific” data);
3. to establish and manage the selection processes for the World House (both “personal” and “specific” data);
4. to compile documentation in which your photograph, image, interviews, television footage, etc. may appear;

and they will be subject to processing based on the principles of fairness, legality, transparency and the protection of your confidentiality and rights. Your personal data will be processed for the entire duration of the selection process for the World House and also subsequently for the fulfilment of all legal requirements and, if applicable, for re-contacting you in relation to new selection processes, subject to your explicit consent.

Solely for the purposes of use in relation to the selection processes for the World House, the association can process data that the law defines as “personal” (name/company name, registered office, first name, surname, address, Vat number, Tax Code, etc.) but also the category of data that the law defines as “specific” (condition of health, religious faith, etc.).

Processing methods

Data is processed for the purposes explained above using both automated means, on electronic or magnetic media, and non-automated means, on paper, in compliance with the rules of confidentiality and security envisaged by the law, by the regulations deriving from the law and with internal guidelines.



Location of the processing and data communication

The data are currently processed and filed at the registered office of the Association.

Without prejudice to the communications performed for the purpose of fulfilling obligations dictated by the law and by the relative contracts, all the data collected and processed can only be communicated within Italy for the above-mentioned purposes to:

- companies for the performance of psychometric tests pursuant to Article 28 of EU Regulation 2016/679.

Additionally, when your data are managed, they may come to the knowledge of the following categories of persons responsible for processing (*ex* Article 29 of EU Regulation 2016/679) and/or Data Supervisors (*ex* Article 28 of EU Regulation 2016/679) identified in writing, to whom specific written instructions have been provided:

- employees and partners of the International Relations and Training Department;
- service companies operating on behalf of our Association.

The full updated list of data recipients can be requested from the Data Controller, at the addresses indicated under the heading "Rights of the Data Subject".

Mandatory or optional nature of data conferral and the consequences of any refusal to confer data

Conferring your data is mandatory for all the purposes required by the legal and contractual obligations in force. Therefore, any refusal to provide all or part of the same can lead to the Association being unable to execute the contract or correctly perform all the fulfilments required for the purpose of managing the selection process.

Transfer of data abroad

Your personal data will not be transferred to other companies with registered offices in non-European third countries.

Presence of an automated decision-making process

There is no automated decision-making system in place.

Data retention periods

Your Personal Data will only be retained for the time needed to fulfil the purposes for which they have been collected, in compliance with the principle of minimisation as set forth in Article 5, paragraph 1, letter c) of EU Regulation 2016/679. The data provided will be retained in our files in line with the following parameters:

- for activities regarding the selection process for the World House: your data will be entered and stored in the historical file of the Association should you be admitted to the World House;
- for re-contacting the Data Subject, if necessary: your data will be stored for use the next time you might participate in a selection process for the World House based on your explicit consent, provided for a period not exceeding 4 years, unless you revoke the above-mentioned consent;



Rights of the Data Subject

You can exercise your rights as expressed in EU Regulation 2016/679 of the European Parliament and Council of 27 April 2016, by contacting the Data Controller at our registered office at the telephone number +39 0575 299666, sending an email to the address dpo@rondine.org, or writing by post to Associazione Rondine Cittadella della Pace with registered office in Loc. Rondine, 1 – 52100 Arezzo (AR).

Please note that, should the request to access your data be made via digital means, the information will be provided in a digital format of common use.

Pursuant to Articles 13, paragraph 2 and from paragraphs 15 to 22 of the Regulation, we hereby inform you that you can exercise the following rights:

- a) **Right to gain access** to the personal data and to the following information:
 - confirmation of whether or not any of your personal data is being processed;
 - the purposes of the processing;
 - the personal data categories;
 - the recipients or categories of recipients to whom the personal data have been or will be communicated;
 - should the data not have been collected from the Data Subject, all the available information regarding their origin;
 - whether any automated decision-making process, including profiling, are present;
 - a copy of the personal data subject to processing.
- b) **Right to correct** and integrate your personal data;
- c) **Right to cancel** the data (“right to be forgotten”) if one of the following reasons exists:
 - I. the personal data are no longer required for the purposes for which they have been collected or otherwise processed;
 - II. the data subject withdraws his/her consent for the processing of data and there are no other legal grounds for the same;
 - III. the data subject objects to the processing and there are no prevailing legitimate reasons for its performance;
 - IV. the personal data have been processed unlawfully;
 - V. the personal data must be erased to fulfil a legal obligation envisaged by the law of the Union or member state to which the Data Controller is subject;If the Data Controller has made personal data public and is obliged to erase the same, he must request that the other data controllers who process the personal data cancel any links to and/or copies or reproductions of their data.
- d) **Right to restrict the processing should:**
 - I. the Data Subject challenge the accuracy of the personal data, for the period required by the Data Controller in order to verify the accuracy of the same;
 - II. the processing is unlawful and the Data Subject objects to the erasure of the personal data and instead requests that its use be restricted;



III. despite the Data Controller no longer requiring the personal data for the purposes of processing the same, the personal data be needed by the Data Subject for the verification, exercising or protection of a right in court;

IV. the Data Subject has objected to the processing, while awaiting the verification of whether the legitimate reasons of the Data Controller prevail over those of the Data Subject.

- e) **Right to make a complaint** to the Italian Data Protection Authority, by following the procedures and indications published on the official website www.garanteprivacy.it.
- f) **Data portability right**, that is, the right to receive, in a structured format of common use that can be read by an automatic device, the personal data provided to a Data Controller and, if applicable, the right to send these to another data controller, should the processing be based on their consent, or on a contract, and be performed using automated means. Where technically feasible, the Data Subject has the right to have one data controller send their data directly to another.
- g) **Right to object** at any time, to the personal data processing, including profiling, in particular if:
 - I. the processing is performed based on the legitimate interest of the Data Controller, subject to the Data Subject explaining their reasons behind the objection;
 - II. the personal data are processed for the purposes of direct marketing.
- h) Right not to be subject to a decision based only on **automated processing**, including **profiling**, except in cases in which the decision is required for the definition or execution of a contract between the Data Subject and a data controller, is authorised by the law of the Union or the member state to which the data controller is subject, or is based on the explicit consent of the Data Subject.
- i) **Right to withdraw the consent** at any time.

Exercising your rights is not subject to any formal restrictions and is free of charge.

Loc. Rondine, __/__/____

DECLARATION OF CONSENT

I, the undersigned party (first name and surname) _____ having read the above notice, hereby grant my consent for the processing of my personal data by Associazione Rondine Cittadella della Pace for the purposes specified above at point 5 "for compiling documentation on which their photograph, image, interviews, television footage etc. may appear".

Date _____

Legible signature _____

I, the undersigned party (first name and surname) _____ having read the above notice, hereby grant my consent for the processing of my personal data by Associazione Rondine Cittadella della Pace for the purposes of recontacting me for subsequent selection processes.

Date _____

Legible signature _____