

Ministerial Decision 66858/02/14-06-2024 “Procedure for the selection of the teaching staff and the responsibilities of the Directors of the Clergy Candidate Apprenticeship Schools under Law 4823/2021 (A’ 136)”

Article 1

Teaching Staff of the Clergy Candidate Apprenticeship Schools-Legal Qualifications

1. Members of the Teaching and Research Staff of Higher Education Institutions, particularly those of the Theological Schools, members of the Teaching Staff of the Programs of Priesthood Studies of Higher Ecclesiastical Academies, public secondary school teachers who hold a master’s degree or a doctoral degree, and clerics who hold a permanent parish priest position and are qualified for appointment in public secondary education and hold a master’s degree in a specialized field or a doctoral degree, are eligible to teach the theoretical courses at the Clergy Candidate Apprenticeship Schools.
2. A call for applications is published on the website of the Ministry of Education, Religious Affairs and Sports by the Secretary General for Religious Affairs, with the aim of meeting the School’s teaching needs, following the relevant recommendations of the Directors of the Clergy Candidate Apprenticeship Schools. Interested parties, who possess the legal qualifications and wish to teach at the Clergy Candidate Apprenticeship Schools, are invited to submit an online application through a platform, accompanied by the necessary supporting documents, within the deadline specified in the call for applications.
3. The following have the right to apply:
 - a) members of the Teaching and Research Staff of Higher Education Institutions, particularly those of the Theological Schools, and members of the Teaching Staff of the Programs of Priesthood Studies of Higher Ecclesiastical Academies (HEAs),
 - b) teachers of public secondary education of the PE01, PE02, PE08, PE78, PE79 (specializing in Byzantine Music), PE80 and PE86 category, who hold a master’s degree or a doctoral degree from a Greek Higher Education Institution or a recognized foreign institution, and
 - c) clerics holding a master’s degree or a doctoral degree from a Greek Higher Education Institution or a recognized foreign institution, who hold a permanent parish priest position and are qualified for appointment in public secondary education in the PE01, PE02, PE08, PE78, PE79 (specializing in Byzantine Music), PE80 and PE86 category.The eligibility requirements and selection criteria must be met by the deadline for submitting applications. Additional qualifications for teachers in public secondary education:
 - a) A doctoral degree from a Higher Education Institution in Greece or abroad recognized by the Hellenic National Academic Recognition and Information Center,
 - b) A second master’s degree from a Higher Education Institution in Greece or abroad recognized by the Hellenic National Academic Recognition and Information Center,
 - c) A second university degree in the PE01, PE02, PE08, PE78, PE79 (specializing in Byzantine Music), PE80 or PE86 category,
 - d) At least five (5) years of teaching experience in secondary education,
 - e) Knowledge of new technologies, as evidenced by an academic degree or a master’s degree,

- f) Research and/or writing work, preferably with content relevant to the mission and work of the Clergy Candidate Apprenticeship School,
- g) Teaching experience in Ecclesiastical Schools,
- h) Experience in a project team or scientific team for co-funded programs,
- i) Preferably, a Vocational Training Diploma from an Institute of Vocational Training in the specialization “Byzantine Icon and Mural Painter” or “Specialist in Byzantine Iconography”, or a “Degree in Byzantine Iconography” as referred to in article 30 of Ministerial Decision F.7626/AΣ1785, “Ratification of the Regulatory Act on the Athonite Ecclesiastical Academy of Mount Athos” (B’ 765), or a certificate of attendance in Byzantine Iconography courses as part of their studies at the Athonite Ecclesiastical Academy, or a degree in iconography from the Holy Metropolises of the Church of Greece, the Church of Crete, or the Holy Metropolises of the Dodecanese,
- j) Other qualifications relevant to the work and mission of the Clergy Candidate Apprenticeship School.

When evaluating qualifications, the teaching needs are also taken into account.

Article 2

Reasons Precluding Teachers from Submitting a Secondment Application

1. The following are not eligible to submit a secondment application to a Clergy Candidate Apprenticeship School:
 - a) Newly appointed teachers, who have not yet completed their permanent position,
 - b) Teachers who are required to leave the service due to retirement within one (1) year from the deadline for submitting applications,
 - c) Teachers who are educational administrators whose term of service ends after August 31 of each year,
 - d) Teachers who have been seconded for a fixed term, such as School Career Guidance Coordinators, members of the pedagogical teams at the Centers for Environmental Education and Sustainability, whose term of office ends after August 31 of each year,
 - e) Teachers who are on administrative leave or suspended, or who have been irrevocably convicted of any of the offences referred to in paragraph 1 of article 8 of the Code of Civil Servants and Employees of Public Legal Entities (Law 3528/2007, A’ 26), or upon whom any disciplinary penalty greater than a fine equivalent to four (4) months' salary, for any disciplinary offence, has been definitively imposed, until such sanction is expunged pursuant to article 145 of the same Code,
 - f) Teachers who have been lawfully relieved of their duties pursuant to point (b) of paragraph 1 of article 44 of Law 4823/2021.
2. Teachers whose certificates of formal qualifications (articles 33 to 35 of Law 4823/2020), submitted during the selection procedure, are invalid or false, are excluded from the selection procedure.
3. Applicants submit a statement that none of the above reasons applies to them, and any secondment applications submitted by teachers in the above cases are automatically rejected.

Article 3

Application Procedure

1. Teachers of public secondary education submit their secondment application exclusively online through the gov.gr platform after authenticating their identity using their personal login credentials from the General Secretariat for Public Administration Information Systems (taxisnet), accompanied by:
 - a) A brief curriculum vitae (up to two pages), detailing their education, publications, and other work,
 - b) A certificate of service record,
 - c) Copies of academic degrees,
 - d) Certificates and other evidence supporting the qualifications and experience cited in their curriculum vitae, within the specified deadline, and
 - e) A statement declaring that none of the reasons of paragraph 1 of article 2 of this decision applies to the applicant.
2. Faculty members of Higher Education Institutions and faculty members of the Theological Studies Programs of Higher Ecclesiastical Academies submit their application only electronically via the gov.gr platform, following authentication using their personal credentials of the General Secretariat for Public Administration Information Systems (taxisnet), accompanied by a brief curriculum vitae (up to two pages), within the specified deadline.
3. Clerics in categories PE01, PE02, PE08, PE78, PE79 (specializing in Byzantine Music), PE80 and PE86 of point (c) of paragraph 3 of Article 1 hereof shall submit their application exclusively online via the gov.gr platform after authentication using their personal credentials of the General Secretariat for Public Administration Information Systems (taxisnet), accompanied by: a) a brief curriculum vitae (up to two pages), indicating their studies and work experience, b) copies of their academic degrees, c) a certificate from the relevant Metropolitan confirming that they serve as a parish priest at a Holy Church within his Metropolis, d) other certificates and records supporting the qualifications referred to in their curriculum vitae, within the specified deadline.
4. The submission of the application constitutes a solemn declaration under article 8 of Law 1599/1986 (A' 75) stating that the applicant guarantees the accuracy of the information submitted and consents to the processing of their personal data, in accordance with the applicable legislation on the protection of personal data, and that they accept the Operating Regulations of the Clergy Candidate Apprenticeship Schools and the obligations arising therefrom. Any inaccuracy in the information provided therein shall, in addition to the penalties provided for under the applicable provisions, result in the candidate's exclusion from the selection process under this decision.
5. Applications submitted after the deadline or sent in paper shall be rejected.
6. The application is binding and may not be withdrawn.

Article 4

Selection Criteria for Teaching Staff of Theoretical Subjects

1. The selection criteria for candidates to be seconded from public secondary education are:
 - a) their academic and pedagogical qualifications and training,
 - b) their academic and scholarly work,
 - c) their innovative educational work,
 - d) their professional standing, teaching experience and mentoring work,
 - e) their overall character and personality and,above all, their acceptance of the general and specific objectives of Ecclesiastical Education.

2. The selection criteria for faculty members of Higher Education Institutions and for faculty members of Theological Studies Programs of Higher Ecclesiastical Academies are: a) the relevance of their academic field or their research or scholarly work to the subject to be taught, b) their proven contribution to the Church through pastoral activities, and c) their participation in the development of educational seminars and curricula.
3. The selection criteria for clerics who hold a permanent position as parish priests and are qualified for appointment to Public Secondary Education are: a) the relevance of their postgraduate degree or doctoral degree to the subject to be taught, b) the relevance of any research or published work, c) their administrative experience.
4. In assessing the above criteria, consideration is given to the most effective fulfilment of teaching needs.

Article 5

Procedure for Selecting Teaching Staff

1. Applications are assessed and jointly considered by the Supervisory Council for Ecclesiastical Education. For the final selection of candidates, an interview is conducted, which may take place electronically, via a teleconferencing application, under the responsibility of the Supervisory Council for Ecclesiastical Education. The interview schedule is sent by the Supervisory Council for Ecclesiastical Education to the Directorate of Religious Education and Interfaith Relations for posting on the website of the Ministry of Education, Religious Affairs and Sports. The candidate must submit a written and duly substantiated request to the Supervisory Council for Ecclesiastical Education for a remote interview no later than three (3) days prior to the scheduled date of the interview.
2. Upon completion of the interviews, the Supervisory Council for Ecclesiastical Education sends to the Directorate of Religious Education and Interfaith Relations, for posting on the website of the Ministry of Education, Religious Affairs and Sports, lists by category of candidates (faculty members of Higher Education Institutions and faculty members of the Theological Studies Programs of Higher Ecclesiastical Academies, teachers to be seconded, and clerics), and in order of ranking, with the allocation of teaching assignments by subject and teacher until all teaching hours in the timetable are filled. Candidates may file an objection to the lists within a strict deadline of three (3) working days from the day following their posting on the website of the Ministry of Education, Religious Affairs and Sports. Within five (5) working days of receiving them, the Supervisory Council for Ecclesiastical Education issues a reasoned decision thereon, revises the lists and notifies the interested parties. The placement of teachers and the assignment of teaching duties for each subject is determined by a decision of the Minister of Education, Religious Affairs and Sports. If, during the academic year, teaching vacancies arise for any reason which cannot be filled by the existing teaching staff, then these hours are assigned to the next candidate in order of ranking on the relevant list, exhausting the categories of teachers of theoretical subjects referred to in article 28 of the Regulations of Operation of the Clergy Candidate Apprenticeship Schools.
3. The teachers of Public Secondary Education who are selected may be seconded, by decision of the Minister of Education, Religious Affairs and Sports, for three (3) years, or may be assigned to the Clergy Candidate Apprenticeship School to complete their teaching hours, in accordance with the provisions in force.
4. Selected faculty members of Higher Education Institutions or faculty members of the Theological Studies Programs of Higher Ecclesiastical Academies are employed in accordance with the relevant provisions regarding the provision of teaching work and the ministerial decision assigning the teaching of the subjects specified in paragraph 2.

5. Selected clerics are appointed to the Clergy Candidate Apprenticeship School by decision of the Minister of Education, Religious Affairs and Sports, following the consent of the Metropolitan of the Metropolis to which they belong, for a term of three (3) years. The teaching staff of the Clergy Candidate Apprenticeship School is not entitled to additional compensation from the State.
6. During their term of at a Clergy Candidate Apprenticeship School, a seconded teacher of Public Secondary Education may submit a request for transfer or secondment. If the teacher is transferred or seconded and assumes duties at the receiving institution during their term of service, such term automatically terminates. In such cases, the teacher is not entitled to apply for a position at a Clergy Candidate Apprenticeship School for the following two (2) school years. The total period of service in teaching positions at Clergy Candidate Apprenticeship Schools may not exceed twelve (12) years.
7. The processing of the candidates' personal data is carried out in accordance with point (c) of paragraph 1 of article 6 of the General Data Protection Regulation (GDPR), in conjunction with point (e) of paragraph 1 of article 6 of the GDPR. With regard to special categories of personal data, their processing is carried out in accordance with point (e) of paragraph 2 of article 9 of the GDPR.

Article 6

Rights and Obligations of Teaching Staff

1. The teaching staff of the Clergy Candidate Apprenticeship School follows the prescribed detailed curriculum, completing their teaching of the subjects within the deadlines set.
2. Working hours for seconded teachers from Public Secondary Education:
 - a) The weekly teaching hours of teaching staff are determined by category as follows: The teaching hours of seconded teachers of Public Secondary Education in all branches of the PE category are 23 hours for teachers with up to six years of service, 21 hours for teachers with more than six and up to twelve years of service, 20 hours for teachers with more than twelve and up to twenty years of service, and 18 hours for teachers with more than twenty years of service (article 14, paragraph 13, point (e), of Law 1566/1985).
 - b) If seconded teachers do not fully complete their working hours, they shall be supplemented by administrative support within the Clergy Candidate Apprenticeship School, in accordance with the legislation applicable to Public Secondary Education.
 - c) Seconded teachers are required to remain at the Clergy Candidate Apprenticeship School on working days beyond their teaching hours to perform specific duties assigned to them, but not for more than six (6) hours per day or thirty (30) hours per week, in accordance with the legislation applicable to Public Secondary Education.

The time spent by seconded teachers to a Clergy Candidate Apprenticeship School is considered, for all intents and purposes, time of actual service.
3. Faculty members of Higher Education Institutions and faculty members of Higher Ecclesiastical Academies remain at the Clergy Candidate Apprenticeship School for a period equal to the duration of their teaching duties. The teaching duties of faculty members of Higher Education Institutions and faculty members of the Theological Studies Programs of Higher Ecclesiastical Academies may be conducted through distance learning, following a relevant decision of the Supervisory Council for Ecclesiastical Education, upon request by the teacher concerned.
4. Clerics appointed to the Clergy Candidate Apprenticeship School are required to remain at the School on working days, beyond their teaching hours and the celebration of Holy Services to perform specific duties assigned to them, but not exceeding six (6) hours per day or thirty (30) hours per week.

5. The teaching staff are required to make up for any classes that are not held due to reasons attributable to them.

Article 7

Duties of Teaching Staff

1. In the performance of their educational duties, teachers are required to:
 - a) Perform their teaching duties and obligations with due diligence and responsibility, by preparing and providing to clergy students the necessary educational/supporting material (notes, slide presentations, etc.) on a weekly basis, which they post on the Clergy Candidate Apprenticeship School's website, recommending relevant bibliography and complying with copyright laws,
 - b) Update the official documents (attendance records, syllabus records, etc.) and provide any form of administrative support as directed by the Director,
 - c) Use the premises, facilities and infrastructure for conducting classes, in compliance with their operating rules,
 - d) Perform their duties impartially, respecting the principle of equal treatment of all students, without discrimination or exclusion,
 - e) Make up for any classes that were not held due to their own fault,
 - f) Strictly adhere to their working hours,
 - g) Maintain a proper and dignified appearance, and
 - h) Conduct themselves in a manner befitting the purpose and Christian ethos of the Clergy Candidate Apprenticeship School.
2. Any act or conduct by a member of the teaching staff, whether on or off campus, which offends the administration of the Clergy Candidate Apprenticeship School or the students, or the other teaching staff of the Theological Studies Programs, or disrupts the smooth operation of the Clergy Candidate Apprenticeship School, is recorded by the Director of the Clergy Candidate Apprenticeship School as an incident in the Operations Log of the Clergy Candidate Apprenticeship School. Then, the Director acts in accordance with the Code of Conduct for Public Civil Servants and Employees of Legal Entities under Public Law (Law 3528/2007, A' 26).

Article 8

Selection of the Clergy Candidate Apprenticeship Schools' Directors

1. The Director is a cleric holding a permanent position as a parish priest in a Holy Metropolis within the territory of Greece, a member of the school's teaching staff and is appointed by decision of the Minister of Education, Religious Affairs and Sports, following a reasoned decision of the Supervisory Council for Ecclesiastical Education. His term of office lasts three (3) years and may be renewed. Upon expiry of his term, the Director continues to perform his duties until the new Director assumes office.
2. Following the issuance of the decision of the Minister of Education, Religious Affairs and Sports appointing clerics to the Clergy Candidate Apprenticeship Schools as teaching staff, where more than one cleric has been selected per Clergy Candidate Apprenticeship School, the Secretary General for Religious Affairs issues a call for applications for the position of Director of each Clergy Candidate Apprenticeship School.
3. After the deadline for submitting applications and before their consideration by the Supervisory Council for Ecclesiastical Education, candidates for the position of Director of the Rizarios Ecclesiastical School shall be interviewed by the Multi-member Council of the Institution prior to the Supervisory Council for Ecclesiastical Education's

recommendation, which may also be conducted remotely by electronic means. The Multi-member Council of the Rizarios Ecclesiastical School shall promptly send to the Supervisory Council for Ecclesiastical Education its opinion on each candidate, without an evaluative ranking. The Multi-member Council may submit a specific and fully reasoned objection to the recommendation of the Supervisory Council for Ecclesiastical Education within an exclusive period of three (3) working days from the day following its notification to the Council of the Institution. In this case, the Head of the Directorate of Religious Education and Interfaith Relations decides and, then, the first sentence of paragraph 1 applies. Until the decision appointing the Director, the duties of Director are performed by the most senior cleric selected as a member of the teaching staff.

4. During their term of office at the Clergy Candidate Apprenticeship School, the Director shall be paid by the body to which their permanent position belongs. During the Director's term of office at the Clergy Candidate Apprenticeship School, their remuneration and the allowance for position of responsibility specified in paragraph 1 of article 150 of Law 4823/2021 (A' 136) are paid by the administrator responsible for the regular remuneration of their permanent position.

Article 9

Competences of the Clergy Candidate Apprenticeship Schools' Directors

1. The Director is an administrative body of the Clergy Candidate Apprenticeship School at the educational unit level.
2. The Director's weekly teaching hours are set at ten (10) hours.
3. The Director exercises, in particular, the competences set out in paragraph 2 of article 150 of Law 4823/2021 (A' 136), and more specifically:
 - a. Has overall responsibility for the administration of the Clergy Candidate Apprenticeship School and supervises, coordinates and directs its administrative operation,
 - b. Has educational and teaching duties,
 - c. Is responsible for implementing legislative provisions, regulatory decisions, circulars and instructions issued by the competent administrative bodies and the operating regulations of the Clergy Candidate Apprenticeship School within their sphere of responsibility,
 - d. Is responsible for keeping the Supervisory Council for Ecclesiastical Education and the Directorate of Religious Education and Interfaith Relations informed and for cooperating with them, as well as for resolving any matter relating to the operation of the Clergy Candidate Apprenticeship School,
 - e. Assigns specific duties to the teaching staff relating to the Clergy Candidate Apprenticeship School's overall educational work, the implementation of innovative educational programs and activities, as well as the implementation of programs for the use of new technologies and information technology,
 - f. Is responsible for the timely and reliable maintenance of an electronic record containing the information of the students, the teaching staff and the school's other records and books,
 - g. Grants the staff referred to in points (a) and (c) of paragraph 4 of article 148 of Law 4823/2021 (A' 136), as well as the administrative staff serving at the School, their statutory leave,
 - h. Handles any other matter relating to the operation of the Clergy Candidate Apprenticeship School,
 - i. Is responsible for the School's website and ensuring it is updated in a timely manner,

- j. Is responsible for enrolments, correspondence and the confidential protocol of the Clergy Candidate Apprenticeship School,
 - k. Is responsible for receiving and distributing teaching materials,
 - l. Is responsible for receiving and supervising all scientific and other equipment, as well as the historical and ecclesiastical archives, in accordance with the delivery and receipt protocols drawn up pursuant to paragraphs 4, 5, 6, 9 and 10 of Ministerial Decision 88908/02/25.07.2022 (B' 3912), and for drafting the corresponding handover-takeover protocols with the Director of the relevant Directorate of Secondary Education and with the Metropolitan of the relevant Metropolis,
 - m. Issues certificates of attendance and certificates of studies to students, and certifies photocopies of the Diploma of Apprenticeship, upon request,
 - n. Addresses any critical issues that may arise, resolves disputes, contributes to the synthesis of ideas and views, and dispels doubts and objections. The Director ensures the promotion of a spirit of cooperation, as a necessary prerequisite for the smooth educational and administrative operation of the Clergy Candidate Apprenticeship School,
 - o. Immediately informs the Directorate of Religious Education and Interfaith Relations in the event of systematic absence or failure by teaching or administrative staff to adhere to their working hours,
 - p. Takes initiatives for innovative activities to connect the Clergy Candidate Apprenticeship School with other academic or ecclesiastical bodies,
 - q. Designs and implements outreach activities by organizing events and workshops with services or bodies from Greece and abroad,
 - r. Evaluates the curriculum, the educational and teaching material for theoretical subjects, and the priestly apprenticeship,
 - s. Represents the Clergy Candidate Apprenticeship School and signs all documents of the Clergy Candidate Apprenticeship School. In particular, Memoranda of Cooperation require the approval of the Supervisory Council for Ecclesiastical Education and a decision of the Secretary General for Religious Affairs,
 - t. Assigns duties, at their discretion, to members of the teaching staff serving on a fixed-term basis,
 - u. Is a member of the Clergy Candidate Apprenticeship School Board,
 - v. Is responsible for the safekeeping and destruction of written exams three years after the exams have been conducted.
4. If the Director is unable to perform their duties or is temporarily absent, they shall, by official act, appoint a member of the teaching staff of the Clergy Candidate Apprenticeship School to act as their deputy. The act of appointment shall be communicated to the Directorate of Religious Education and Interfaith Relations.
 5. If the Director resigns or dies before the end of their term, a member of the teaching staff shall be selected as Director for the remainder of the Director's term, in accordance with article 150 of Law 4823/2021 (A' 136).
 6. The Director of the Clergy Candidate Apprenticeship School of the Rizarios Ecclesiastical School notifies the Multi-member Council of the Institution of the leaves of absence granted by the Director pursuant to point (d) of paragraph 2 of article 150 and submits to it, every six months, a report on the operation of the School, which is also notified to the Directorate of Religious Education and Interfaith Relations of the Ministry of Education, Religious Affairs and Sports.

This Decision shall be published in the Government Gazette.