

## **Assessment of teaching skills and teaching demonstrations in recruitment and in the application process for the title of docent**

The guidelines for assessing teaching skills and providing teaching demonstrations apply to all teaching and research positions at the Faculty of Science when recruiting and in the application process for the title of docent. The teaching skills of applicants for teaching and research positions are assessed as a whole. The eligibility requirements for both staff and docents, including teaching skills, are set out in the University of Turku Rules of Procedure for docents and for each position.

## **Professori and Assistant Professor and Associate Professor**

The person appointed to the position of professor is required, among other things, to be able to provide high-quality research-based teaching and to supervise theses.

Applicants for the position of assistant professor and associate professor are required, among other things, to be able to provide high-quality research-based teaching and supervise theses.

When assessing the merits of applicants, consideration is given to scientific publications and other research results of scientific value, teaching experience and pedagogical training, the ability to produce learning materials, other merits achieved in teaching, a teaching demonstration, and participation in doctoral training.

A preparatory group appointed by the dean to assist the preparatory officer will assist in the overall assessment of teaching skills, taking into account the following teaching and supervision components included in the teaching portfolio used at the University of Turku:

- Teaching and supervisor experience in undergraduate education and doctoral training (description of teaching career and supervisor experience)
- Participation in the development and evaluation of teaching
- Pedagogical thinking and education
- Demonstration lectures
- Production of learning materials and utilization of teaching technology
- Strengths, development challenges, and visions of one's own teaching activities (own view, self-assessment)
- Other educational merits

The preparatory group will hear and evaluate the teaching demonstration of applicants for the position of professor or those invited to apply for the position of professor.

If there is more than one applicant for the professorship, the hearing of the teaching demonstration may be limited to those applicants who, on the basis of their application documents, expert statements, and any other relevant factors, may otherwise be considered for the position in question. The dean may, on a case-by-case basis and for very good reasons, exempt an applicant from giving a teaching

demonstration. The preparatory group may decide on the form of the teaching demonstration.

The teaching demonstration may also include other tasks, such as written assignments. Unless otherwise specified, the teaching demonstration shall take the form of an excerpt from a normal advanced-level lecture. In this case, the teaching demonstration shall last 20 (+/-5) minutes. The applicant shall choose a topic at the advanced level and announce it in advance.

## Title of a Docent

One of the requirements for being awarded the title of docent is good teaching skills. When assessing this, consideration is given to teaching training, teaching experience and feedback received on teaching, learning materials produced by the applicant, and a teaching demonstration. This is an overall assessment, on the basis of which good teaching skills are defined. The assessment is supported by elements contained in the teaching portfolio.

The council of the faculty may require applicants to give a public teaching demonstration to demonstrate their teaching skills. As a rule, applicants for docentships give a teaching demonstration. However, applicants may be exempted from giving a teaching demonstration if they have significant teaching experience that can be verified from their teaching portfolio. Applicants may also be exempted from giving a teaching demonstration if doing so would be unreasonably difficult or the applicant has previously given an approved teaching demonstration at the University of Turku within a reasonable period of time (less than 5 years). In this case, too, the presentation of a teaching portfolio is required.

A teaching demonstration that has previously been assessed as at least good, for example in the recruitment process of a teaching staff, may also be suitable as a teaching demonstration for a docentship. Unless otherwise specified, the teaching demonstration shall take the form of an excerpt from a normal lecture. The teaching demonstration shall last 20 (+/-5) minutes. The teaching demonstration shall be received and evaluated by the department's educational development working group. The applicant shall choose the topic and announce it in advance.

## University lecturer and university teacher

University lecturer is required to have the ability to provide high-quality research-based teaching and supervise theses. When assessing the merits of applicants, consideration will be given to their scientific work, practical familiarity with the field, teaching experience and pedagogical training, ability to produce learning materials, other merits achieved in teaching, and a teaching demonstration.

University teacher is required to have good teaching skills. When assessing the merits of the applicants, extensive competence in the field in question, teacher training, the ability to produce study materials and the ability to provide multifaceted teaching as well as a teaching demonstration will be taken into account.

When comparing teaching merits, the teaching and supervising components mentioned in the teaching portfolio are used as support where applicable.

The teaching demonstration is received and evaluated by a working group set up for this purpose, supplemented, if necessary, by the department's educational development working group.

Applicants selected for teaching positions are required to provide a teaching demonstration specific to the position in question. Exceptions to this rule may be made for justified reasons with the permission of the dean. Applicants for fixed-term positions lasting less than six months are not required to provide a teaching demonstration. Applicants for positions lasting more than six months may be exempted from the teaching demonstration requirement only with the permission of the dean. This rule shall apply also to the employment during which the said 6-month period is completed.

The department or group receiving the teaching demonstration may decide on the format of the teaching demonstration. The teaching demonstration may be a normal lecture held as part of a course, which the students in question participate in evaluating. The teaching demonstration may also include other elements, such as written assignments. Unless otherwise specified, the teaching demonstration shall take the form of an excerpt from a normal lecture. In this case, the teaching demonstration shall last 20 (+/-5) minutes.

The topic and level of the teaching demonstration shall be communicated to the applicant; the applicant may not choose them themselves.

## University research fellow, postdoctoral researcher and a senior research fellow

For the post of a university research fellow, a postdoctoral researcher and a senior research fellow on the third step of the teaching and research staff career structure the necessary teaching skills are required.

When comparing teaching merits, the teaching and supervising components mentioned in the teaching portfolio are used as support where applicable.

Any teaching samples will be received and evaluated by a working group set up for this purpose, supplemented if necessary by the department's educational development working group.

## General guidelines regarding teaching demonstrations

The instructions below apply to both the docentship and the teaching demonstration required for filling the position.

- At the beginning of the teaching demonstration, the presenter must announce the target group for the teaching demonstration.

- The teaching demonstration may be interrupted if the applicant exceeds the time limit for the demonstration by more than five minutes.
- The teaching demonstration is public. However, applicants for the same position cannot observe each other's teaching demonstrations.

The teaching demonstration is graded on a scale of fail, satisfactory, good, or excellent. A failed teaching demonstration cannot be replaced with other teaching credits. Those who fail the teaching demonstration may be given one opportunity to retake it.

When assessing a teaching demonstration, attention should be paid to the content of the demonstration and its relevance to the subject area. In addition, the assessment should take into account the ability of the person giving the demonstration to

- structure the learning situation;
- structure the topic in a way that is understandable to the audience;
- justify the ideas and claims presented; and
- utilize the latest research in the field.

In addition to these criteria, the following are also assessed

- the teacher's ability to utilize visual aids; and
- the teacher's presentation skills and interaction skills with students.

The applicant's teaching skills are assessed on the basis of their overall teaching merits. The assessment is based on the teaching merits documented in the application documents, the assessment of the teaching demonstration and any related tasks, and the discussion held in this context.

A written assessment shall be prepared on the teaching demonstration and any related tasks. The memorandum justifying the recruitment or the certificate awarded for the title of docent shall state whether the applicant has the teaching skills required for the position or title of docent.

The practical arrangements for giving the teaching demonstration are handled by the secretary of the working group or the preparatory group receiving the teaching demonstration.

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