



7 March 2024

## **Recruitment of a Professor, Assistant and Associate Professor at the University of Turku - Qualification Requirements, Instructions for Applying, Recruitment Process**

### **Qualification Requirements**

A person selected for the post of professor must possess a doctoral degree, high-level of academic competence, experience in management of scientific research, evidence of international co-operation in their field of study, and the ability to provide high-quality teaching based on research and to supervise dissertations. When assessing the merits of an applicant, scientific publications and other research outcomes with academic value, teaching experience and teacher training, ability to produce study materials, other teaching merits and a teaching demonstration as well as participation in doctoral training will be taken into account. In addition, the applicant's activity in the operations of the scholarly community, practical expertise in the field in question, if needed, success in obtaining external research funding, academic work abroad and international duties will also be taken into account.

A person selected for the post of assistant or associate professor must possess an appropriate doctoral degree, ability to conduct independent scientific work and experience in management of scientific research. In addition, the person must have evidence of international co-operation in their field of study, and the ability to provide high-quality teaching based on research and to supervise theses and dissertations. When assessing the merits of the applicants, special emphasis will be put on academic potential and quality. Closer instructions on assessment criteria are given in the Rector's decision on the Tenure Track career path system.

A prerequisite for the post of assistant/ associate professor is leadership experience, or a willingness to participate in leadership training commensurate with the post.

Foreigners and non-native Finnish citizens, can be appointed to the position without demonstrating mastery of the Finnish or Swedish language required by the Government Decree.

### **Instructions for Applying**

Applications are submitted through our online application system.

The references are **not** required on the application form.

Applications must include:

- 1) A curriculum vitae, e.g. according to the template for the researcher's curriculum [Researcher's CV Template 2020 \(tenk.fi\)](#) vitae of the Finnish National Board on Research Integrity (TENK). We hope that applicants pay attention to clear reporting of career breaks in their application (e.g. family leave). (Max 5 MB), The attachment "CV" in the application form.
- 2) Those publications and other works (numbered and no more than 10 altogether) which the candidate wishes to use to demonstrate his qualifications and merits for the post (pdf, max 80MB). The attachment "Selected publications" in the application form.



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- 3) A list of publications (all publications) The publications should be classified to the following categories:
1. articles in refereed scientific journals
  2. articles in refereed scientific edited volumes and conference proceedings
  3. monographs
  4. other scientific publications
  5. textbooks and other research-related books
  6. articles as well as radio and television programmes, which popularise science), patents, computer programmes, software (Max 5 MB). The attachment "List of Publications" in the application form.
- 4) An academic portfolio in accordance with the university practice <https://www.utu.fi/en/university/come-work-with-us/academic-portfolio> (Max 25 MB). The attachment "Academic portfolio" in the application form.
- 5) A personal motivation letter: a written statement/plan setting out the applicant's vision for the future development of research field's, research, teaching, and societal interaction (max. 2 pages). The attachment "Development plans for the area concerning research, teaching and societal interaction" in the application form.
- 6) A list of the "Selected publications" and a clarification of the candidate's role and contribution in co-authored publications shortlisted (Max 10 MB). The "Other attachments" of the application form.

Appendices 1-6 mentioned above are mandatory. A research plan is **not** requested separately.

All documents must be in English. Attach the requested documents in the **Attachments tab**. Only one document can be added to each requested attachment. The allowed file formats are: pdf, rtf, word, portfolio, zip, image files (MPEG, MP4, AVI, MOV, WMV). Note that publications can be attached only in a compressed file format (.zip). The .zip-folder may include several document files.

There are many tools for optimizing files, including free tools such as Adobe Acrobat's own online tool <https://www.adobe.com/acrobat/online/compress-pdf.html>.

The application form cannot be saved as incomplete. However, you can return to edit and supplement your application after submitting it until the end of the application period. You will receive a link to edit your application by email once you have submitted your application to the system.

You have 6 hours to complete your application before the timeout.

[Instructions for submitting a job application](#)

Applicants should state how they can be contacted during the selection process for the appointment, and give the e-mail address to which written communications should be sent.



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## Recruitment Process

The preparatory group appointed by the Dean takes care of practical arrangements related to the selection process. External experts can be involved in the recruitment.

A video recruitment tool can be used during the recruitment process.

The preparatory group obtains expert statements on the scholarly merits of the top applicants chosen through the pre-selection process. Statements concerning the qualifications and merits of persons applying for the post are requested from a minimum of two qualified external experts.

The best candidates are requested to give a trial lecture to which members of the public are also admitted. The teaching demonstration will be evaluated. The best ranked applicants are also interviewed.

The preparatory group makes a justified proposal on which applicant it considers suitable for appointment to the post and whether the post should be filled as a Professor or an Associate or Assistant Professor.

The Council of the Faculty will make a reasoned proposal for the appointment to the post, which is made by the Rector. If necessary, the Rector can ask for further clarifications for the appointment from the Faculty. An employment contract will be entered into with the recruited employee. The applicants will be informed about who has been selected for the post of professor / assistant or associate professor.

University of Turku reserves the right, for a justified reason, to leave the post unfilled, to recruit more than one applicant, extend the application period and take into consideration applicants who have not applied by the closing date.

## Enquiries

Enquiries concerning the appointment procedure may be directed to Head of Faculty Administration Merja Fehlig, Faculty of Science, University of Turku, Turku, Finland, email: [merja.fehlig@utu.fi](mailto:merja.fehlig@utu.fi).

## The following Finnish legislation applies to the procedures of this appointment:

The Constitution of Finland (731/1999)  
Universities Act (558/2009)  
Government Decree on Universities (770/2009)  
Act on the Implementation of the Universities Act (557/2009)  
Administrative Procedure Act (434/2003)  
University of Turku Rules of Procedure