



APPOINTMENT SPECIFICATION

PROFESSOR / ASSISTANT / ASSOCIATE PROFESSOR (TENURE TRACK) OF FOLKLORISTICS

The post and its placement

The School of History, Culture and Arts Studies at the Faculty of Humanities invites applications for the position of Professor / Assistant Professor / Associate Professor (tenure track) in the field of Folkloristics. The post is subject to a six month trial period.

The post will be permanent or filled through a tenure track system as fixed-term employment periods first as Assistant and then Associate Professor or as fixed-term employment period as Associate Professor depending on the merits and scientific career of the applicant. The tenure track system of the University of Turku is clarified in more detail at the end of the appointment specification.

For the position of the Professor, we seek talented researchers who have already a strong experience in international scientific career and a strong experience in teaching at the university level.

For the tenure track position of Assistant or Associate Professor, we seek talented researchers who have already got a good start in their international scientific career. The title and more detailed content of the position will be defined later according to the merits and the length of the scientific career of the applicants.

The post is placed at the School of History, Culture and Arts Studies within the group of disciplines of cultural studies. The group covers the Departments of Folkloristics, European Ethnology and Comparative Religion.

More information about the School is available on the website:

<https://www.utu.fi/en/university/faculty-of-humanities/school-of-history-culture-and-arts-studies>

A description of the Department and the focus of research is on the website:

<https://www.utu.fi/en/university/faculty-of-humanities/folkloristics>



Salary

The salary for the post is determined in accordance with the university salary system for teaching and research personnel. The task specific salary component for Professor is determined according to level 8–11 of the job demand chart, which is 4,771,69–7031,37 euros per month. Assistant / Associate Professor is determined according to level 7 of the job demands chart, which is 3,946,50 euros per month. In addition, a personal work performance component will be paid. The personal work performance component is a maximum of 50% of the task specific salary component. The salary will be specified and negotiated when preparing the employment contract.

Qualification requirements

According the Universities Act (588/2009) a person selected for the post must possess a doctoral degree, high level scientific proficiency, experience in the management of scientific research (for associate professor experience in the management of scientific research is a benefit), evidence of international co-operation in his/her field, and the ability to provide high-quality teaching based on research and to supervise dissertations. When assessing an applicant's merits, scientific publications and other research outcomes of scientific value, teaching experience and pedagogical training, ability to produce study materials, other teaching merits and a teaching demonstration as well as participation in doctoral education will be taken into account.

Merits for this Position and contents of the Post

A person selected for the post must possess research orientation that emphasises Studies on Memory and Storytelling. Furthermore, research within the focus areas of research at the School and the Department is a merit. (See

<https://www.utu.fi/en/university/faculty-of-humanities/school-of-history-culture-and-arts-studies/research> and

<https://www.utu.fi/en/university/faculty-of-humanities/folkloristics>

Of particular importance are merits in research and education as well as acquisition of external funding. Activity in international scientific community and societal impact will be special merits.

A prerequisite for the post of Professor or Assistant / Associate Professor is leadership experience, or a willingness to participate in leadership training commensurate with the post.

Professor / Assistant / Associate Professor provides education, supervises graduate and post-graduate students, and participates in developing co-operation in the Department and the School.

Criteria for the post of Assistant / Associate Professor



The applicant for Assistant Professor (tenure track) is a researcher with maximum 5 years of experience since PhD completion and the applicant for Associate Professor (tenure track) is a researcher with maximum 10 years of experience since PhD completion. Applicants who have completed their doctoral degree more than five or ten years ago can be considered only for special reasons (maternity, paternity, parental or childcare leave, military service or non-military service, or long-term illness). If you plead these special reasons, justify them in the application under *Personal data/CV > Degrees > Additional information*. If the reasons are strictly confidential, please contact the presenting official (see *Contacts*).

A prerequisite for the post of Professor or Assistant / Associate Professor is leadership experience, or a willingness to participate in leadership training commensurate with the post.

Language Requirements

A person appointed to the post is required by Government Decree (770/2009) to have an adequate mastery of the Finnish language. According to the Government Decree university teaching and research personnel should be proficient in Finnish, in which the teaching is given. According to the University of Turku Rules of Procedure a person appointed to a University teaching and research position can demonstrate the mastery of the Finnish language, as enacted in the Government Decree, by: 1) education completed in Finnish; 2) a pass grade in the Finnish Matriculation Examination from the mother tongue test in Finnish; 3) minimum *cum laude approbatur* grade in the Finnish Matriculation Examination in Finnish as a second language test; 4) a pass grade of a maturity test completed in Finnish from a higher education institution; 5) other separately approved method.

Foreigners and Finnish citizens who are not native Finnish speakers can be appointed to teaching and research positions without demonstrating the decreed mastery of the Finnish language. However, the successful performance of the duties assigned to the position requires adequate skills of Finnish language. Adequate Finnish language skills are required of foreign and non-native speaking Finnish applicants. The professor should be able to give education and guidance, and check exams and other written assignments in Finnish language.

Applying

The post is announced for application both nationally and internationally. The application period is at least 30 days.



Applications are submitted through the eRekry online application system. The link to the eRekry online application system is at the beginning of the Call for Application.

Applications must include:

- 1) an authenticated curriculum vitae and a list of publications in accordance with the practice of Finnish Advisory Board Research Integrity (TENK) and Academy of Finland
 - <https://www.utu.fi/en/university/faculty-of-humanities/career/teaching-and-research>
- 2) an academic portfolio in accordance with university practice.
 - <https://www.utu.fi/en/university/faculty-of-humanities/career/teaching-and-research>
- 3) a list of those publications and other work which the applicant wishes to be submitted to the experts in connection with the application; (numbered, the maximum number of publications is 10).
- 4) the publications listed above; primarily in the eRekry online application system.
- 5) a written statement of not more than two typed pages, setting out the applicant's vision for the future development of research and teaching in the discipline.

Documents 1–3 and 5 are to be delivered in English. Only one enclosure can be added in each enclosure segment in the eRekry online application system. The file formats to be used can be found in the info file of each enclosure. Regarding the publications, it should be noted that the system only allows a compressed file format (.zip). The zip-folder may include multiple documents.

If publications are delivered as paper versions by post, they should be sent by the end of the application period to the following address: Faculty of Humanities, FI-20014 University of Turku (office: Koskenniemenkatu 4, Signum, Turku). In addition, the list of publications (number 3 above) should mention which publications have been delivered by post.

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

Experts

Statements concerning the qualifications and merits of persons applying for the post are requested from a minimum of two experts. The preparation group makes a proposal on the experts, whom the Dean chooses. In the selection of experts, due regard is paid to the Professor's or Assistant / Associate Professor's post to be filled. The disqualification of the experts



is governed by the provisions of Sections 27–29 of the Administrative Procedure Act (434/2003). The applicants will be informed of the selection of the experts. The experts, once selected, may not participate in the subsequent stages of the appointment procedure.

The experts are required to submit written statements. In the statements, the experts are asked to particularly evaluate the academic competence and merits of each applicant. The statement is public, and it must contain justifications about those applicants who, according to each expert, are primarily to be considered in filling the 1) Professor's post; 2) Associate Professor's post (ten years at the most from doctoral dissertation); and 3) Assistant Professor's post (five years at the most from doctoral dissertation), taking into account the post, its qualification requirements and other circumstances affecting the evaluation of the merits of the applicants.

The experts are also asked to rank the candidates in order of preference. The ranking is asked to make with every group of posts (Professor, Assistant or Associate Professor). If there are no more than three applicants, the expert shall submit a justified statement on each of the applicants' merits; or, if there are more than three applicants, the statement shall involve at least three of them. However, the expert only submits a justified statement on the applicants they consider qualified for the post.

The statement must explicitly state the criteria used for compiling the shortlists and reasons for the exclusion of any applicants not considered in detail. Statement should state whether the applicant should be appointed to the Professor's post or the fixed-term Assistant Professor's post or Associate Professor's post. The experts may consult with each other and submit a joint statement.

The experts will be provided with the appointment specification, copies of relevant application documents as well as the publications and other works. The written statement must be given within three months. The statement becomes public once the statements of all the experts have reached the University.

Teaching demonstration and interview

Following the submission of the experts' statements, the Faculty may make arrangements to allow for the applicant to give a teaching demonstration, to which members of the public are also admitted. The teaching demonstration will be evaluated.

The highest ranked applicants are interviewed.

Preparation group



The Dean will establish a preparation group to prepare the proposal for the appointment Assistant / Associate Professor. Invited members of the preparation group shall be 3–5 Professors or other teaching or research personnel who represent the field in question or a closely related field to which the professorial post belongs. Other members also outside the University may be invited to join the group if considered necessary. The members and secretary of the preparation group must be impartial for the task.

This preparation group will make the proposal on selection of experts and the proposal for the appointment. It may also participate in the assessment of teaching skills and interview the applicants.

Procedure and appointment to the post

Once the expert statements and other necessary disquisitions have been obtained, the preparation group makes a justified proposal on which applicants it considers suitable for appointment to the post and whether the post is to be filled permanently or through the tenure track system first as fixed-term employment periods as Assistant / Associate Professor.

The Faculty Council makes a justified proposal for the appointment to Professor's / Assistant Professor's / Associate Professor's posts. The Faculty delivers the proposal and its appendices (including employment contracts in two copies) to the Rector for decision-making.

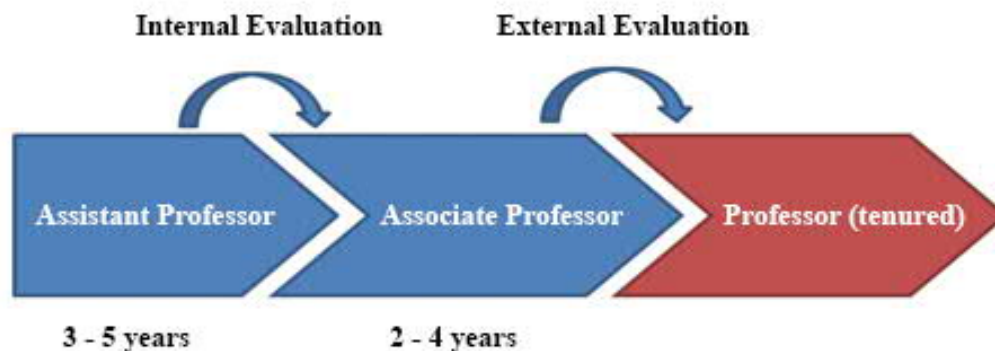
After having received the proposal, the Rector will decide whom to appoint to the Assistant Professor's / Associate Professor's post. Employment contract is made with the selected appointee. If needed, the Rector may request additional clarifications from the Faculty for the appointment to the post. The applicants will be informed about the appointment decision.

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

Tenure Track at the University of Turku

The University of Turku has introduced a tenure track system for teaching and research personnel. The purpose is to increase the predictability, competitiveness and attractiveness of an academic career, as well as to further advance the internationalisation of the University.

The University of Turku offers the tenure track appointees a challenging career opportunity in top-level research and research-based teaching, possibilities for international collaboration and prerequisites to grow into professorship.



The tenure track position can be filled either as an Assistant Professor or as an Associate Professor depending on the merits and the scientific career of the applicant.

An Assistant Professor is initially recruited for a fixed-term employment relationship (three to five years) for the tenure track. The decision on the duration of the fixed-term employment relationship is made at the same time as the proposal on the person to be recruited. During the first fixed-term employment period, the Assistant Professor's performance is monitored and evaluated according to the criteria defined under the title "Evaluation procedure" in this appointment specification. Success in the first evaluation will lead to a new fixed-term employment relationship (two to four years) as an Associate Professor. The aim of the external evaluation in the Associate Professor level is to obtain the tenure of a Professor.

Evaluation procedure

The performance of the appointed tenure track Assistant Professor is evaluated twice. The first evaluation will be carried out well in advance, approximately one year before the termination of the first three to five year fixed-term employment relationship. If the criteria for evaluating the performance are met, the individual will be appointed for another two to four years as Associate Professor.

A year before the termination of the fixed-term employment relationship of the Associate Professor, a more extensive evaluation required for the tenure of a Professor will be carried out. External evaluators will be used in this evaluation.

Evaluation criteria

The evaluation criteria used in the tenure track system are based on the principles of predictability, transparency and international comparability. In the tenure track system, performance is evaluated through three dimensions:



1. research merits,
2. teaching, and
3. academic leadership and societal interaction.

A tenured professorship requires significant credit in research and/or teaching and in the other areas under evaluation. The person to be tenured is expected to demonstrate the required adequate proficiency in Finnish for the post of a Full Professor. The evaluation takes into account all three areas. In addition, the University's strategy and values should be taken into account in all tenure track evaluations. The decisions concerning advancement along the tenure track will be based on the performance evaluation.

The applicants to be recruited for tenure track positions and the personnel advancing along the tenure track will be evaluated according to their performance for example in the following areas:

Scholarly research

- research plan; current situation, vision and aims
- scholarly output and the impact of the research
 - publications in international peer-reviewed forums
 - scientific citations
 - other research publications (books, chapters in books)
 - ongoing research
 - plenary presentations and other high impact presentations such as invited presentations, keynote presentations etc.
 - scholarly articles/tools (software etc.)
- academic co-operation and external research grants
 - concrete results of the co-operation: joint articles, joint funding etc.
- other merits

Teaching

- teaching experience
 - tasks and responsibilities related to developing the education
- supervising doctoral theses, teaching and learning materials, teaching methods
- pedagogical training
 - pedagogical studies and/or teaching demonstrations given
 - account of continuous professional self-development
- special awards and evaluations relating to pedagogical competence
- feedback from students and teachers
- students' learning outcomes, grants and other awards
- teaching networks and teaching co-operation on different levels (within the University, nationally, internationally)
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Academic leadership and societal interaction

- services to the research community
 - organising conferences
 - editing publications
 - significant evaluation tasks



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- membership in academic communities
- academic leadership
- societal interaction and co-operation with interest groups
 - societal visibility (e.g. expert tasks, book projects, media visibility)
 - patents and other commercial rights, significant new methods etc.
 - other co-operation

Additional information

For further information on the procedure, contact the Service Manager Mari Husu, e-mail: marihusu@utu.fi.

The following Finnish legislation applies to the procedures for this appointment

The Constitution of Finland (731/1999)

The Universities Act (558/2009)

Finnish Government Degree on Universities (15.10.2009/770)

Act on the Implementation of the Universities Act (559/2009)

The Administrative Procedure Act (434/2003)

The University of Turku Rules of Procedure

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