



**Turku Institute for Advanced Studies (TIAS)
Turku Intersectoral Excellence Scheme (TIES)
Call for Applications 2022**

INSTRUCTIONS AND GUIDANCE FOR APPLICANTS

The TIAS Turku Intersectoral Excellence Scheme (TIES) is jointly funded by the European Union's Marie Skłodowska Curie-actions (MSCA) COFUND programme and the University of Turku. It is located within the University's Turku Institute for Advanced Studies (TIAS), a research collegium which supports the bottom-up development of excellent early- and mid- career stage academics through the provision of three years of funding, enabling them to carry out self-designed research projects.

TIAS invites applications for up to eight (8) TIES Fellowship positions for a three-year period starting from 1 September 2023. TIES Fellows are selected via an international call for applications and TIAS welcomes applications from projects based in any discipline within its five constituent faculties (Economics, Education, Humanities, Law and Social Sciences). Selection of successful applicants will be on the basis of academic excellence.

TIES has been developed in order to enhance TIAS' provisions by offering a special opportunity for outstanding researchers to undertake a three year research project of their own design which must directly concern at least one non-higher education sector organisation of the applicant's choosing. TIES promotes intersectoral working via a stipulation that all TIES Fellows must spend a secondment period of between two and six months within an organisation which is external to higher education, for the purpose of research and/or training.

Please note that TIES is co-funded by the European Union's MSCA programme. However, the views and opinions expressed here are those of the author(s) only and do not necessarily reflect those of the European Union or the MSCA programme. Neither the European Union nor the granting authority can be held responsible for them.

1. TIES programme, applicant eligibility and salaries

The TIES programme has been developed in consultation with a number of partners and is designed to give cutting-edge researchers the possibility of conducting research in conjunction with chosen partners located outside of higher education. Successful applicants will need to be committed to spending between two and six months on secondment with an external organisation as part of a research and/or training project which may be situated any area covered by TIAS' constituent faculties. Applicants are asked to suggest



secondment partners as part of the applications process (see below). Applicants must not have worked for their proposed secondment organisation for more than 12 months in the past 36 months immediately before the call deadline.

TIES Fellows must be within eight (8) years of applicants having passed their PhD. Applicants are also expected to have attained other academic achievements.

Applicants must have completed their doctoral degree by the end of the application period. Thus they must have gained their doctoral degree a maximum of eight years before the end of the application period, 9 January 2023. This date should be taken as being the date at which all work for the PhD is successfully concluded, rather than the date of formal graduation. In cases where the PhD has been successfully completed but the degree certificate has not yet been issued, applicants should provide confirmation from the University where the PhD was undertaken that the PhD has been successfully completed and that no additional work is required. Please note that by the time the employment contract is signed, the doctoral certificate must be delivered to the University.

Only for special reasons, such as maternity, paternity or parental leave, military service or non-military service, or a long illness may more than eight years have passed since the successful completion of the degree. Applicants who wish to plead special reasons should highlight this in their curriculum vitae.

The positions are located at one of the campuses of the University of Turku and successful candidates are required to be resident in Finland. During their TIES Fellowship, Fellows may spend up to nine months working outside Finland, generally for a maximum of three months per calendar year. Such work must be related to their TIES project and must be approved by the TIAS Director.

Applicants must meet the MSCA mobility rule that they must not have resided or carried out their main activity (work, studies, etc.) in Finland for more than 12 months in the 36 months immediately before the call deadline. Applicants wishing to claim exemption to these rules because of the COVID-19 pandemic should note this in their CV and commit to providing documentary evidence of this prior to any offer of employment.

In sum, with the caveats noted above, the eligibility criteria are that:

Appointees must be within eight years of having received their PhD

Appointees must meet the EU's mobility requirement

All relevant documentation (see below) must be submitted on time

Any application which fails to meet these criteria without justification will be deemed to be ineligible and will not be sent on to external review.



The salaries of TIES Fellows are determined within the university salary system for teaching and research personnel. The salary for a TIES Fellow corresponds to a requirement level 6 and the pre-estimated personal performance percentage of 17 % (current gross salary 4153 € per month), and is subject to yearly increases.

2. Tasks of TIES Fellows

The main task of TIES Fellows is to carry out an internationally excellent research project over a three year period, during which the results of the project should be disseminated in a number of ways, such as books, book chapters, peer reviewed articles, newspaper articles, conference papers, public dissemination events etc. As part of the MSCA Cofund programme, TIES is committed to the principles of Open Science, in line with the FAIR (Findable, Accessible, Interoperable and Reusable) principle. Successful candidates will be required to adhere to these principles (see below for University and MSCA policies on this).

In addition to undertaking their own research project, including at least one mandatory secondment, TIES Fellows are also required to contribute to TIAS' intellectual life via such things as attending and presenting at TIAS meetings, organising TIAS events and cross disciplinary working with their co-Fellows. They must also undertake a secondment with an organisation external to higher education for between two and six months.

In their motivation letter (see below), applicants should state how their work supplements existing work at the University, identifying both the department within which they wish to be located and relevant areas of the department's research interests which align with their own. *Please note that it is not necessary for applicants to contact departments or staff members.* Applicants should outline why they particularly wish to be part of the TIES programme and briefly outline any non-research-oriented training needs which they have and how they propose to address these during the fellowship. They should also demonstrate how their work relates to one or more of the [strategic research and education profiles of the University of Turku for 2021–30](#): 1) Biodiversity and sustainability 2) Future technologies and digital society 3) Cultural memory and social change 4) Children, young people and learning 5) Health, diagnostics and drug development 6) Sea and maritime studies. Successful candidates are requested to demonstrate engagement in international academic networks and must provide evidence of their ability to work in a research environment of high international standard.

Applicants should be aware that they are applying to an interdisciplinary research Institute and should therefore be committed to interdisciplinary working. Such working includes an obligation to attend regular TIAS meetings and events and to make contributions to the academic and social life of the Institute. In addition to TIAS meetings, Fellows are expected to attend the campus regularly. TIES positions are full time and require 1612 working hours per annum.



All TIAS Fellows have the opportunity to contribute to teaching activities at the University of Turku. Such contributions will make up a maximum of 5 % of a Fellow's annual work load of 1612 hours. In addition, they may devote another 5 % of their total work time to other academic and administration duties. Once *in situ* TIES Fellows will also be required to develop a Personal Career Development Plan (PCDP) in consultation with their academic and secondment supervisors as well as the academic mentor which will be provided to them.

TIES applicants are expected to abide by the University of Turku's policies on [equal opportunities](#) and [open science](#).

3. Applying

Applications must be submitted via University of Turku's electronic application form.

[>> To the application form](#)

The application deadline is 9 January 2023 at 23.59 (Finnish time, GMT +2). Late applications cannot be submitted and applications cannot be completed after the application deadline.

Please note that once the application has been submitted the applicant can continue to make further adjustments to the application up until the end of application period. *We strongly recommended that the application is completed as early as possible.*

In the application form applicants are asked to choose the department/unit within which they wish their research to be located. Please choose from the list in Appendix 1 of this document.

4. Application documents

The application *must* contain all the following documents, which *must* be in the following order:

- (i) Research plan abstract (1 page; max 2 500 characters, plus spaces)
- (ii) Research plan (maximum 25 000 characters, plus spaces)
- (iii) Secondment plan (maximum one page)
- (iv) Data Management Plan (maximum one page)
- (v) Curriculum vitae (maximum 2 pages)
- (vi) List of publications (maximum 2 pages; please indicate the five most important)
- (vii) Letter of Motivation (maximum 2 pages)
- (viii) Copy of doctoral certificate (if unavailable please supply a copy of official confirmation that the PhD has been passed)

Documents i-vii must be compiled together into one PDF document, so there will be two attachments: documents i-vii and (viii) the doctoral certificate document.



Both attachments *must* be in PDF format. The maximum file size for the Documents i-vii is 25 MB. Please upload this to “Academic portfolio” (“akateeminen portfolio”) on the application form. The maximum file size for the doctoral certificate (or other confirmation) is 2 MB.

All the documents *must* be written in English with Times New Roman, font size 12, single spaced. This font size *must* be used throughout including in the Bibliography. Footnotes and tables *must* be font size 10. Any words within maps, pictures etc. *must* be at least font size 9.

The documents must be named by using the last name of the applicant and the document title (e.g. Smith_Documents_1_7, Smith_DoctoralCertificate.)

Incomplete applications will not be processed and we reserve the right to automatically exclude applications which do not follow the limits listed above and the structure below. We further reserve the right to automatically exclude applications which have the incorrect font size in any part of the application. Applicants who have any questions about this should contact TIES as soon as possible via ties@utu.fi and at least one week prior to submitting their applications.

5. Detailed instructions for the application documents

Please use all the subheadings here and ensure that all parts are completed in order.

(i) Research Plan Abstract (1 page; max 2 500 characters, plus spaces)

The one-page abstract *must* contain, in order, the following:

- Applicant’s name and academic degree
- Title of the research
- Department in which the applicant wishes to be located. *Please note that it is not necessary for applicants to contact departments*
- Summary of the research plan (aims, research material and methods)
- Key words (maximum 5)

(ii) Research plan (maximum 25 000 characters, plus spaces). *Please note that this limit will be strictly enforced.*

The research plan *must* indicate the following in order:

- Name of the researcher, title of the research plan and site of research
- Background and significance of the research
- Research objectives and methods, including specifying the multidisciplinary aspects of the research and its relevance to at least one non-higher education sector



- Implementation and outputs: The current state and schedule of the applicant's research, a timetable for the research and publications/outputs, dissemination strategy including considerations of open access and the FAIR principles. [Please see open science policy of UTU.](#)
- National and international collaboration, including linkage with research conducted at the University of Turku and to the University's research themes.
- Bibliography (included in the 25 000 characters)

Research ethics

The University of Turku is committed to complying with the guidelines on responsible conduct of research and procedures for handling allegations of misconduct, issued by the Finnish Advisory Board on Research Integrity. Consequently, TIAS requires that applicants commit to complying with responsible conduct of research and adhere to the Advisory Board's guidelines. [Please see the responsible conduct of research guidelines.](#) In addition, applicants must comply with the MSCA's requirements for ethical research which can be found in the [Horizon Europe Programme Guide 2022.](#)

(iii) Secondment Plan (maximum one page)

TIES is based on principles of knowledge exchange and a vital part of the programme is a secondment to an external organisation for a total period of between two and six months. Applicants may themselves select the organisation to which they wish to be seconded. This may include one of the [University's partners, list of which can be found on the TIES website.](#) Applicants are free to propose a secondment within any relevant organisation. We particularly welcome applications from candidates whose research interests align with those of our partner, the [Turku Business Region.](#)

Applicants may contact proposed secondment organisations themselves and can refer to the [information on the TIES programme for external organisations on the TIES website.](#) Secondment organisations can be inside or outside Finland. TIES Fellows will continue to receive their full University salary during their secondment. [Please see further information on the secondment.](#)

Questions concerning a proposed secondment which falls within the subject areas of one of the TIAS constituent faculties may be sent to one of the faculty TIES representatives:

Education: Anu Warinowski, anuwar@utu.fi

Humanities: Marja-Liisa Helasvuo, mlhelas@utu.fi

Law: Kirsi Tuohela, kirtuohe@utu.fi

Social Sciences: Juha Räikkä, jraikka@utu.fi

Turku School of Economics: Antti Saurama, antti.saurama@utu.fi



Questions may also be sent to the general TIES enquiry email: ties@utu.fi Please send any questions well before the application deadline.

Applicants should provide the following information about their proposed project:

- Name of proposed secondment partner (if known)
- Sector of the proposed partner (business, government, voluntary sector etc)
- Name and contact details of proposed supervisor at secondment partner (if known)
- Planned secondment dates. These must incorporate a minimum of two months per secondment and a maximum of six months, which may be spread over a maximum of three periods. Applicants may choose to nominate more than one external organisation which they wish to host their secondments up to a maximum of three.
- The importance of the planned secondment to the overall TIES project
- The importance of the project to applicants' career plans, including any training (such as e.g., leadership skills, IP management, presentation skills etc)
- Knowledge exchange opportunities which are envisaged.

Please note that we are unable to guarantee secondments with particular organisations.

Letters of support

While it is not a requirement of the application process, applicants may also attach letters of support from proposed secondment partners. If you wish to do this, you **must** use the [TIES letter of support template](#). Letters of support which do not use this format will be ignored. Letters of support are for information purposes only and do **not** form part of the reviews process.

(iv) Data Management Plan (maximum one page)

The TIES data management plan is based on the [data management plan instructions of the Academy of Finland](#). Under MSCA rules the Data Management Plan should accord to the FAIR – findable, accessible, interoperable and reusable – principles. (See the [Horizon Europe Programme Guide 2022](#) for further details).

The Plan should describe the following:

- where the data will be stored and how they will be backed up during the project
- how any legal and ethical issues related to the sharing of data (e.g. ownership, copyright, sensitivity) will be resolved
- where the data or a publishable portion of them will be made available after the end of the project.
- If the project does not collect or produce any data fully or partially suitable for reuse, justify why the data cannot be made available even partially.



(v) Curriculum vitae (maximum 2 pages)

The curriculum vitae *must* be no more than two pages in length and *must* include the following information:

- personal data: name and year of birth
- academic education: degrees, dates and places, major subject, topic of doctoral dissertation
- posts and positions of primary importance including all positions in the three years prior to the call deadline
- research allocations and grants during the last five years
- most important expert assignments
- most important scientific acknowledgements and awards
- outreach/impact activities.

Applicants wishing to claim exemption to rules regarding the length of time which has elapsed since passing their PhD and/or mobility should note this in their CV.

(vi) List of publications (maximum 2 pages)

Applicants are required to clearly indicate the 5 most important publications in relation to the research plan. Any non-English titles must be translated into English.

(vii) Motivation letter (maximum 2 pages)

In no more than two pages explain **in the following order**:

- Why the applicant wishes to be part of the TIES programme
- Why the research should be conducted at TIAS and its constituent faculties including, wherever possible, providing the names of University staff members whose work aligns with the proposed project
- How the research, secondment, contacts, supervising and teaching experience will benefit TIAS, the University of Turku and its partners
- How the three-year research period and secondment will contribute to the applicant's career development, including listing up to five areas where the applicant would welcome the provision of dedicated training opportunities (e.g., leadership skills, IP management, presentation skills etc) in secondment organisations
- How the applicant will contribute to the multidisciplinary TIAS community
- How the research will contribute to the research profile of the University of Turku, its research themes and one or more of the [strategic research and education profiles for 2021–30](#)
- How the proposed project is interdisciplinary and what the implications of this are.

(viii) Copy of doctoral certificate



Applicants should upload a copy of their doctoral certificate. If the original degree certificate is not written in English, Finnish or Swedish an official translation in English must also be submitted. In cases where the PhD has been successfully completed but the degree certificate has not yet been issued, applicants should provide confirmation from the University where the PhD was undertaken that the PhD has been successfully completed and that no additional work is required.

Please note that by the time the employment contract is signed, the doctoral certificate must be delivered to the University.

6. Processing and reviewing of applications

All applications meeting all the eligibility requirements of the TIES programme will be sent for external review. In order to ensure international excellence, the majority of reviewers are based outside of Finland. Reviewers are asked to rank, from 1–6, the following:

- (i) Applicants' previous academic achievements relative to their career stage
- (ii) Quality of the research plan (including the secondment) and feasibility of the research given the three years' time limit
- (iii) Theoretical and methodological framework of the research
- (iv) Evaluation of the proposed publications and outputs, including the potential to enhance the applicants' career development
- (v) Overall assessment, which must not be simply the mathematical average of the sub-ratings.

Reviewers are also asked to comment on any ethical issues around the proposed research, including comments on the Data Management Plan, although these sections do not receive a grade.

Based on the external evaluations, the TIES Selection Committee makes final decisions on the successful applications.

The successful candidates will be informed directly and the names of the appointees will be announced on the [TIAS website](#) and the website of the University of Turku.

It is anticipated that final decisions about successful applicants will be made in May 2023, with final results appearing on the TIAS website in June 2023, following confirmation that successful candidates have accepted the positions offered to them.

All eligible applicants will be sent copies of their external reviews.

7. Appeals

Prior to the official publication of results, candidates who have not been selected will be informed of the decision on their application. In line with MSCA policies, applicants may appeal on the basis of procedural errors only. Appeals or complaints must be made in writing (maximum 2 pages, A4), and should be sent to



the TIES Redress Committee (RC) by email (redress-ties@utu.fi) no later than one week after notification of the ranking decision is issued. The communication should have as subject “Redress_TIES_[Surname]_[Firstname]” and clearly state the reasons for the appeal. The RC will convene to discuss the appeal and provide its decision. It will recommend an appropriate course of action, within one week of receipt of the appeal, with the candidate notified of this immediately. If the RC decides that the appeal is justified, the applicant will be offered the opportunity to have their proposal re-evaluated. In consultation with the TIES Selection Committee new reviews will be arranged as necessary and completed within two weeks. The RC will then oversee the re-assessment of the proposal and any re-ranking by the SC, according to the new scores and/or comments. The RC will then notify appealing applicants of their decision. Decisions of the RC are binding.

8. Further information

[For more information on TIAS and the TIES programme please see the TIAS website.](#)

An information session for applicants will be held online on Wednesday 7 December 2022 between 14.00 and 16.00 EET (GMT +2). The TIAS Director will introduce the Call, explain the applications and reviews process and answer questions. A recording/Powerpoint slides of this will be placed online. [Please sign up to the information session in order to get the online meeting link.](#)

Further questions about the TIES programme may also be addressed to ties@utu.fi.



Appendix 1. List of departments and units (see the [Faculties and units on the website](#))

Please choose one of the units marked with en-dash.

Faculty of Education

- Department of Education
- Department of Teacher Education

Faculty of Humanities

School of History, Culture and Arts Studies:

- Archaeology
- Art History
- Comparative Literature
- Creative Writing
- Cultural and Experience Tourism
- Cultural Heritage Studies
- Cultural History
- Cultural Management
- Digital Culture
- European and World History
- European Ethnology
- Finnish History
- Finnish Literature
- Folkloristics
- Gender Studies
- Landscape Studies
- Media Studies
- Museology
- Musicology
- Study of Religion

School of Languages and Translation Studies

- Applied Language Studies
- Classics
- Digital Language Studies
- English
- Estonian Language and Culture
- Finnish and Finno-Ugric Languages
- French
- German
- Hungarian Language and Culture
- Italian
- North American Studies

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- Romanian Language and Culture
- Russian Studies
- Scandinavian Languages
- Spanish
- Translation Studies

Faculty of Law

- Faculty of Law

Faculty of Social Sciences

Department of Psychology and Speech-Language Pathology

- Speech-Language Pathology (Logopedics)
- Psychology

Department of Philosophy, Contemporary History and Political Science

- Philosophy
- Contemporary History
- Political Science
- John Morton Center for North American Studies

Department of Social Research

- Social Policy
- Social Work
- Sociology
- Economic Sociology

Turku School of Economics

Department of Management and Entrepreneurship

- Management and Organisation
- Information Systems Science
- Entrepreneurship

Department of Accounting and Finance

- Accounting and Finance
- Quantitative Methods in Management
- Business Law

Department of Marketing and International Business

- Marketing
- International Business
- Operations and Supply Chain Management
- Economic Geography

Department of Economics

- Department of Economics

Finland Futures Research Centre

- Finland Futures Research Centre

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