

## TEACHING PORTFOLIO

The teaching portfolio is a document that supplements the online application and CV, in which the applicant presents their teaching and pedagogical thinking, and development as a teacher in the context of the open position. In practice, a teaching portfolio is a 2–3 page document structured as indicated below. The maximum size of the teaching portfolio is 25 Mb.

	Merits	Documentation
Pedagogical thinking and training	<ul style="list-style-type: none"> <li>personal teaching philosophy</li> <li>pedagogical studies</li> </ul>	<ul style="list-style-type: none"> <li>description of personal teaching philosophy</li> </ul>
Practical teaching experience and development of teaching	<ul style="list-style-type: none"> <li>practical teaching experience, in particular at a university or other higher education institution</li> <li>teaching duties</li> <li>planning, development and evaluation of teaching: teaching methods, feedback and evaluation practices</li> <li>teaching development projects and teaching research</li> <li>experience in educational administration</li> </ul>	<ul style="list-style-type: none"> <li>statement of teaching experience to supplement the application</li> <li>description of how feedback from teaching is used</li> <li>description of teaching development work</li> </ul>
Experience on guidance	<ul style="list-style-type: none"> <li>theses</li> <li>learning guidance and career guidance, e.g. for early career researchers</li> </ul>	<ul style="list-style-type: none"> <li>description of supervised theses and other guidance experience to supplement the application</li> </ul>
Teaching demonstration	<ul style="list-style-type: none"> <li>teaching demonstrations</li> </ul>	<ul style="list-style-type: none"> <li>date of the latest teaching demonstration month/year</li> <li>where was the demonstration given</li> <li>for what purpose</li> <li>obtained grade</li> </ul>
Producing learning materials and using educational technology	<ul style="list-style-type: none"> <li>design and production of learning materials relevant to teaching</li> <li>use of educational technology</li> </ul>	<ul style="list-style-type: none"> <li>description of learning material production</li> <li>description of the use of and competence in educational technology</li> </ul>
Other teaching merits	<ul style="list-style-type: none"> <li>teaching collaboration and networks in education</li> <li>expert tasks</li> <li>pedagogical management</li> <li>awards and acknowledgements</li> </ul>	<ul style="list-style-type: none"> <li>description of the networks and collaboration most relevant to the position</li> <li>description of expert teaching tasks</li> <li>description of tasks in pedagogical management</li> <li>most significant prizes</li> </ul>
Personal strengths, development challenges and visions for teaching		<ul style="list-style-type: none"> <li>self-evaluation, including a personal plan for developing teaching</li> </ul>