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Appointment specification

PROFESSOR OR ASSISTANT / ASSOCIATE PROFESSOR (TENURE TRACK) OF POLITICAL SCIENCE

Vacant position and its location

The Faculty of Social Sciences invites applications for the position of Professor or Assistant Professor / Associate Professor (tenure track) in Political Science. The position is subject to a six-month trial period.

The post will be permanent as a professor or filled through a tenure track system as fixed-term employment periods first as assistant (I phase) or as fixed-term employment period as associate professor (II phase). 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 an established scholar with a strong record in scientific career and teaching at the university level. For the tenure track position of Assistant or Associate Professor, we seek a talented researcher who can already show a proven record of academic excellence.

The title and the level professor or assistant / associate professor (tenure track, I or II phase) will be defined later according to the merits and the length of the scientific career of the applicants.

The duties of the professor or assistant / associate professor (tenure track) are to carry out and supervise scientific research, to provide teaching based on it and to facilitate societal interaction and international cooperation in the field.

This professorial post is located in the Faculty of Social Sciences in the Department of Philosophy, Contemporary History and Political Science and in the discipline of Political Science.

Areas of strength in political science research and teaching at the University of Turku include the analysis of democratic institutions and processes, particularly those pertaining to such elements of the representative system as parties and parliaments, and various forms of political participation such as democratic innovations. The research is



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based on a critical assessment of the values, goals and forms of political power at the local, international and global levels.

In addition to the position to be applied for, the discipline of political science has two other professors, two university lecturers, two university teachers and a dozen researchers. The discipline is divided into two subunits, "International Politics" and "Political Systems"; in practice the division between these has been flexible. The professorship to be applied for falls under the subunit of Political Systems.

The salary for this particular post is determined in accordance with the university salary system for teaching and research personnel (YPJ). For professor the task specific salary component is 4824,18 – 7108,72 euros per month (levels 8–11 of the chart). For assistant or associate professor, the salary is 3989,91 euros per month (level 7 of the chart). In addition, a personal work performance component will be paid. The personal performance component is 6% – 50% of the task specific salary. The salary shall be determined when drawing up the employment contract.

Formal qualifications

The requirements for a person to be appointed are a doctoral degree, high-level academic competence, experience in managing academic research (for an assistant or associate professor experience in management of scientific research is considered an advantage), experience of international cooperation in the research field he or she represents, as well as the ability to provide high-level research-based education and to supervise theses at bachelor, master, and doctoral levels.

When evaluating the merits of the applicant, the following are taken into consideration: scholarly publications and other research results with academic value; teaching experience and pedagogical training; the ability to produce teaching materials; other accomplishments in teaching and a trial lecture, as well as participation in doctoral education. In addition, the applicant's active participation in the academic community, success in obtaining complementary funding for research as well as scholarly work abroad and international duties.

The positions of assistant and associate professor are primarily meant for researchers who have passed the postdoc phase. When selecting a person for the I phase, especially academic potential and motivation for an academic career are taken into consideration. When selected for the II phase, the associate professor should already have significant scientific merits and clear potential for the tenure of a professor.

In appointing a professor to a post which entails leadership duties, a prerequisite for the position is leadership experience, or a willingness to participate in leadership training commensurate with the post.



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The person appointed to the post is required by a Government Decree (770/2009) to have an adequate mastery of the Finnish and Swedish languages. University teaching and research personnel should be proficient in the language, either Finnish or Swedish, in which the teaching is given. More detailed provisions can be found in the University of Turku Rules of Procedure. 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 second language test; 4) a pass grade of a maturity test completed in Finnish from a higher education institution; 5) other separately approved method.

Foreign applicants 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.

A comprehensive command of research methods, especially quantitative methods, and a research profile that supports the specific areas of expertise of the discipline are seen as advantageous for the applicant. The ability to teach in English is also considered an advantage.

Application procedure This position will be advertised in the public domain. 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 end of the Call for Applications.

Applications must include:

- 1) a curriculum vitae (CV) according to the instructions of the Faculty;
- 2) an academic portfolio drawn up in accordance with the University guidelines
- 3) a list of publications according to the instructions of the Faculty:
instructions for items 1 – 3: <https://www.utu.fi/en/university/faculty-of-social-sciences/career>
- 4) a list of the publications and other works (numbered, the maximum number of items is 10) which the applicant wishes to highlight to prove his/her qualifications and merits for the post; AND
b. the publications and other works listed above primarily submitted through the eRekry online application system



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5) a written description of no more than three typed pages, outlining the applicant's motivation to the task and vision for the future development of research, teaching and societal interaction in the discipline.

The documents in items 1 – 4 a and 5 are required to be sent in the English language. All publications should also be in English because of possible foreign experts. Applicants are also requested to indicate their Finnish job titles and places of employment (institutions, units, programs, etc.) in Finnish. 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 file may include multiple documents.

Applicants should state how they can be contacted during the selection process for the appointment, as well as give an email address and a postal address to which written communications should be sent.

Experts

The Faculty will request statements from at least two experts on the qualifications and competence of the applicants. The Dean will choose the experts. In the selection of the experts, due regard is paid to take into consideration the applicants' equal and unbiased treatment from the point of view of the post to be filled. The incapacity mentioned in Sections 27–29 of the Administrative Procedure Act (434/2003) refers to the experts. 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 will receive the description of the post, duplicates of the documents necessary for their task and the publications and other works included in the application. The experts are requested to submit their written statement of the applicants within three months.

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 (tenure track, II phase), and 3) assistant professor's post (tenure track, I phase) 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, associate or assistant professor). If there are no more than three applicants, the expert shall submit a justified statement on each of the



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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 shortlist and reasons for the exclusion of any applicants not considered in detail. Statement should state whether the applicant should be appointed first to a tenure track fixed-term position or directly to the permanent (full) professor's post. An assessment must be made of the phase (I assistant, or, II associate) of those considered for the tenure track position.

The experts may consult with each other and may submit a joint statement. The experts' statements will be published once all of the statements of all of the experts concerning the recruitment task in question are delivered to the University.

Trial lecture

Following the submission of the expert statements, the Faculty may make arrangements to allow for the applicant to give a trial lecture to which members of the public are also admitted. The trial lecture will be evaluated.

Interview

The best ranked applicants are interviewed.

Planning group

The Dean establishes a planning group to prepare the proposal for the appointment of a professor. A chair and secretary will be appointed to the planning group at the outset. The Services Manager of the Faculty, or a person appointed by him/her, will be the secretary of the planning group. Invited members of the planning group will be between three and five 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 may also be invited to join the group if considered necessary. The planning group may also include persons from outside the university. The members of the planning group and the secretary must be unbiased for the task.

The planning group can make a pre-selection of the applicants based on the application documents. The planning group will make a proposal to the Dean for the selection of experts and takes part in the evaluation of the trial lecture and interview. The planning group makes the appointment proposal.

Appointment proposal

Following the receipt of the expert statements and other useful submissions, the planning group will make a reasoned proposal for the Faculty Board on which of the applicants should be considered for the post and who should be selected for the appointment according to the planning group's opinion.



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The Faculty Board will make a reasoned proposal to the Rector for the appointment to the post. The Faculty will send the proposal (employment contract in duplicate) with appendices to the Rector for decision-making.

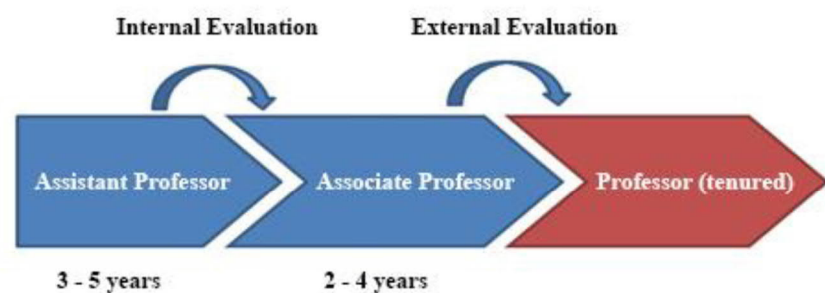
The appointment to the post is made by the Rector. If necessary, the Rector can ask for further clarifications for the appointment from the Faculty.

An employment contract will be made with the recruited employee. The applicants will be informed about who has been selected for the post.

Tenure Track at the University of Turku

The University of Turku has a tenure track system for teaching and research personnel. The basis of the procedure is that an individual is recruited at first for a fixed-term employment relationship as an assistant professor, during which his or her work is followed and evaluated by the criteria defined at recruitment. Success in the evaluation leads to a new fixed-term employment relationship and the aim is obtaining the tenure of a professor.

The tenure track is formed of two fixed-term employment relationships, first as an assistant professor (phase I), second as an associate professor (phase II), and after that possibly the tenure of a professor (permanent position). The tenure track position can be filled either as an assistant professor (I phase) or as an associate professor (II phase) depending on the merits and the scientific career of the applicant.



An assistant professor (I phase) 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 the Tenure Track system" in this



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appointment specification. Success in the first evaluation will lead to a new fixed-term employment relationship (two to four years) as an associate professor on II phase. The aim of the external evaluation in the associate professor level is to obtain the tenure of a professor.

The job description of those on the tenure track is agreed on individually in the annual performance appraisals; however, the University's policies must be followed. Mentors are appointed for the assistant and associate professors and they will conduct the performance appraisals and agree with the assistant/associate professor about the goals on advancing in the tenure track. The supervisor can act as the mentor, but the mentor can also be another senior colleague. With the tenure track, the University offers the recruits a career path that, through regular evaluations, enables them to proceed to the post of a professor in their field.

The work is followed and evaluated regularly so granting a discretionary leave of absence for a person in the position of an assistant/associate professor is possible only for a very compelling reason.

Of the total working time of an assistant/associate professor in a tenure track position, two-thirds is research work. In the University's tenure track system, all the assistant and associate professor both teach and conduct research. Education at the University of Turku is strongly based on research and the assistant and associate professors are required to participate in the planning of education as well as in the teaching in their own field. The position includes 20–30 % teaching, including supervising scientific postgraduate studies and final theses and dissertations. The third share of working time can involve other activities in the scientific community. The shares described above can be deviated from if career progress requires other kind of emphasis on the content of the work.

Evaluation procedure in the Tenure Track system

Those advancing on the University's tenure track take part in evaluations that concern advancing on the tenure track (decision on hiring for another period as an assistant professor, the evaluation before the tenure of a professor). The evaluation of an assistant professor selected for a tenure track position is done well in advance, approximately a year before the first 3–5 year fixed-term employment relationship ends. If the evaluation criteria for the performance are fulfilled, the individual is selected for another 2–4 year period as an associate professor. A year before the end of the second fixed-term employment relationship, a more extensive evaluation required for the tenure of a professor is carried out, where external evaluators are used as well.



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When recruiting for and evaluating the position of an assistant/associate professor, attention is paid primarily to the scientific potential and quality. The evaluation is carried out as an overall evaluation.

Evaluation criteria in the Tenure Track system

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:

Scientific 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



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- 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)

Academic leadership and societal interaction

- activities in the research community
 - organising conferences
 - editing publications
 - significant evaluation tasks
 - membership in academic communities
- academic leadership
 - leading a research group
 - managerial work / preparedness for managerial work
 - management training and leadership
 - activities in work community
- 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 Further information concerning the appointment procedure can be obtained from the Faculty Services Manager Minna Domander, tel. +358 40 828 2364 and email minna.domander@utu.fi

The following Finnish legislation applies to the decrees and procedures outlined here:

The Constitution of Finland (731/1999)
The Universities Act (558/2009)
The Government Decree on Universities (770/2009)
Act on the Implementation of the Universities Act (559/2009)
The Administrative Procedure Act (434/2003)
The University of Turku Rules of Procedure

Dean

Louis Clerc

Services Manager

Minna Domander