



Åbo Akademi University is an internationally acclaimed research university with a wide-ranging responsibility to provide education in Swedish in Finland. With its international research community and its strong Nordic ties Åbo Akademi University has an acclaimed and recognized position within research and education both nationally and internationally.

APPOINTMENT PLAN FOR ASSISTANT/ASSOCIATE PROFESSOR IN MINORITY STUDIES (Tenure Track)

The tenure track system at Åbo Akademi University is designed to enhance the career of researchers and teachers. A tenure track position offers the appointee an opportunity to obtain a tenured position and advancement to a full professorship. The purpose is that the appointed person should be able to advance to the highest level of the tenure track system, which will also be taken into consideration when the appointment decision is made. Depending on their experience and competence, the person who is employed can be appointed to level one or two of the tenure track system: **Assistant Professor (level one) or Associate Professor (level two)**. In the evaluation of the applicants an appointment committee will give its evaluation of the level to which the person is appointed to.

The tenure track position is placed at the Faculty of Education and Welfare Studies.

1. THE FIELD OF ACTIVITY

The field of activity of the position as assistant/associate professor is minority studies. The specified research profile for the appointee is cultural and linguistic diversity studies with focus on multicultural and multilingual education. This research area includes norms and identities related to minority and majority language relations, as well as teaching and learning in educational settings characterised by bi- and multilingualism, for example immersion and non-standard language varieties.

The appointed applicant has the opportunity to look at minority issues at different levels of analysis drawing upon a broad understanding of minority research. This recruitment will build on and widen this research profile starting from ÅAU's current research strengths in the following three thematic areas: Language learning and bilingualism, Equal rights, discrimination & democracy and Minority identities & minority cultures. Candidates with interdisciplinary profiles are encouraged to apply.

2. EMPLOYMENT

The tenure track system at Åbo Akademi University

Åbo Akademi University agrees to offer the tenure track employed researchers the opportunity to advance to the next level by setting clearly defined goals for each stage of employment. In order for the researchers in the tenure track system to be able to evaluate and plan their career, the terms for any decision concerning a potential advancement to the next level will be agreed on in advance. The evaluation prior to advancement is initiated at least one year before the fixed-term contract of employment ends. The appointment committee decides the general and specified goals for each stage within the tenure track career system within two months from the beginning of the employment.

At the beginning of an employment as associate professor or assistant professor, the preliminary criteria for successful work performance shall be reviewed. The goals needed to be reached are stated in a separate appendix to the contract of employment. The criteria shall be taken into consideration at the assessment carried out before a decision about continuation of the employment is made. Special attention is paid to the scientific research carried out during the period of employment, the ability to lead research projects and obtain research funding, experience of teaching and supervision, as well as international assignments. Additionally, pedagogical education and, when needed, Swedish skills can be included in the assessment.

A person holding a tenure track position on level one or two is employed on a fixed-term contract. An appointee for the level of assistant professor will be employed for a fixed-term period of 3 years. Upon a successful evaluation, an assistant professor will advance to the next level. Alternatively, the employment can be extended by 2 years. Associate professors will be employed for a fixed-term period of 4 years. Successful evaluation and undeniably established competence as professor facilitate advancement to the next level. Alternatively, the employment can be extended by 2 years. More information about the tenure track career system at ÅAU can be found in the PERSONNEL GUIDELINE FOR ÅBO AKADEMI UNIVERSITY, Approved by the Åbo Akademi University Board on December 12th 2014.

Åbo Akademi University applies individual salaries in accordance with the national salary system for universities in Finland. The demand level of the employment depends on the appointee's academic qualifications and merits. In addition, a salary component based on personal work performance is added to the salary.

Teachers and researchers have a total working time of 1,600 hours per year. The work tasks are defined in an annual work plan.

An appointment committee has been appointed by the Rector to support the recruitment process. The appointment committee reviews the received applications and the appended documents to make the initial selection among the applicants. On the basis of the applications and the appended documents, the appointment committee selects those applicants whose applications will be forwarded to the experts for competence assessment.

3. QUALIFICATION REQUIREMENTS FOR THE TENURE TRACK POSITION

Qualification requirements for the tenure track positions

For an **assistant professorship** a doctoral degree is required. An appointee to the assistant professorship should demonstrate research experience and pedagogical competence. Eligible candidates should have completed a doctoral degree within the past four years.

For an **associate professorship** a doctoral degree is required. An appointee to the associate professorship should demonstrate considerable research experience, potential for leading research groups, obtain research funding, experience of international research and pedagogical competence. Eligible candidates must have completed a doctoral degree within the past ten years.

Scientific competence

In the evaluation of the scientific competence the candidate's publications with emphasis given to peer-reviewed journal articles or monographs published by reputable scientific publishers, experience of doctoral education, research work, national and international academic expert assignments, as well as other scholarly merits (e.g. documented potential for research) are assessed. An ability to initiate and lead research projects and obtain project funding is evaluated based on track-record of obtaining and potential to obtaining external funding. Work experience at well-reputed universities or research institutes is an additional merit. Particular attention is paid to the development of the applicant's career after the doctoral degree and the potential to successfully lead research activities. Thus, an applicant's early research career is also taken into consideration in the appointment process.

Pedagogical competence

In the assessment of the teaching skills pedagogical education, teaching experience, theses supervision, the production of teaching material and other pedagogical qualifications, including documented teaching skills in the form of a test lecture, are taken into account in accordance with Rector's decision on pedagogical skills (20.6.2012).

Interactive competence

This criterion includes ability to co-operate, management skills, administrative experience and societal collaboration evaluated based on a review of submitted written materials and interviews in association with the recruitment process.

When assessing the scientific and pedagogical skills, leaves of absences such as parental leaves; sick leaves, leaves due to military or non-military service or other substantial leaves will be considered.

In weighing the qualifications for the positions, the scientific merits account for 60 % of the evaluation, whilst pedagogical skills and interactive skills will make up for the other 40% of the evaluation, prioritized in the order mentioned above.

An appointment will be based on an overall evaluation of the applicant's potential for development and competences in relation to the necessary qualities to successfully carry out the tasks for the positions.

Language skills

The administrative language of Åbo Akademi University is Swedish. To be considered for a teaching appointment it is possible for an applicant to demonstrate the required language skills after the set application deadline has passed, if this will not delay the recruitment process. Language requirements at Åbo Akademi University are defined in 78 § of the University Act (558/2009) and in the Åbo Akademi University internal language instructions (accepted by the University Board 25 February 2010). Knowledge of English is also necessary for managing the duties successfully.

Requirements for native Finnish citizens

For teaching and research positions at Åbo Akademi University the appointee is required to demonstrate excellent knowledge of Swedish and sufficient knowledge of Finnish.

Excellent knowledge of Swedish is proved if

- 1) The appointee has received his/her school education in Swedish and has passed a written exam as part of a Bachelor's or Master's degree
- 2) The appointee has passed the Åbo Akademi University test in Swedish
- 3) The appointee has passed the national language test in Swedish with the mark excellent oral and written knowledge of Swedish, in accordance with the regulations for assessment of the required knowledge of Finnish and Swedish within the public administration, as defined by the law (481/2003).

If the appointee has passed a national Swedish language test at level 6, the language skills must be proven in an additional language test in Swedish arranged by the Language Board of Åbo Akademi University.

If a certificate of proved language skills in Swedish is more than 10 years old, the appointee shall demonstrate his/her language skills before the Language Board of Åbo Akademi University.

Requirements for foreigners and non-native Finnish citizens

Foreigners and non-native Finnish citizens are not required to have knowledge in Swedish nor Finnish. Åbo Akademi University will provide support for non-Finnish candidates in being able to teach in Swedish within some years after commencing their appointments.

4. APPLICATION

For the tenure track position a written application is needed which, together with enclosures, should be in electronic form. Details about application deadline and the address to which the application should be sent are available in a separate advertisement. The application should be addressed to the Rector of Åbo Akademi University. Enclosures to the application should be written in English.

To the application should be added:

- 1) An academic portfolio according to the instructions on the university web site:
<http://web.abo.fi/personal/uniportfolj/composinganacademicportfolio.pdf>
To the university portfolio should be added enclosures, a list of publications, copies of degree diplomas and certificates of other merits and qualifications
- 2) The five most important publications for the position which will be forwarded to the expert evaluators
- 3) Documentation of the applicant's ability to lead research activities, including a) the ability to lead research projects and to obtain research funding for those, b) experience of doctoral education, such as supervision of doctoral theses, and c) other leadership skills.
- 4) A research plan, not longer than 5 pages, which should include a description of the applicant's view on the position applied for and how the applicant plans to successfully carry out the duties of the position.

5. PROOF OF TEACHING SKILLS

After the expert evaluation has been carried out, the applicants who are considered most qualified for the position can be offered the possibility to give proof of their teaching skills. Separately or in connection with the test lecture an interview will also be arranged.

6. THE EXPERT EVALUATORS AND THEIR TASKS

The Rector will select at least three expert evaluators to give a written assessment about the applicants and their qualifications and merits. In the choice of experts, the different schools within the subject field represented by the applicants should be taken into account in order to enable an objective evaluation of the applicants. Before the expert evaluators are appointed, the applicants will be given an opportunity to comment on any legal challenges with regard to the expert evaluators' eligibility. The comments must be submitted within seven days from the time the possibility to comment has been offered by e-mail to the address the applicant has given in their application. The possibility of legal restrictions on eligibility is stated in law (434/2003) in 27-29 §.

The expert evaluators will submit separate written statements. The expert evaluators have as their task to carry out written evaluations of the applicants. The evaluation should be systematic and motivated for the applicants they find to be most qualified for the position.

The experts will give statements concerning the applicants for all levels requested by the appointment committee. Within each level, the experts shall place the applicants in ranking order. The statements should be submitted within one month after the expert evaluators have been appointed, unless special circumstances justify that the statement is delayed. The expert evaluators must not participate in the further handling of the recruitment process after they have submitted their statements.

If the number of applicants that are sent for evaluation is no more than three, the evaluation should be motivated for all applicants. If the number of applicants sent for evaluation is more than three, the evaluation should be motivated for at least three of them. An evaluation with motivations should, however, be given only for applicants who the evaluator finds to be qualified for the positions.

7. APPOINTMENT PROCESS

After the statements from the expert evaluators have been received, the appointment committee will evaluate those applicants, who can be considered qualified for the positions and make a proposal of appointment to the Rector or, if none of the candidates is found to be qualified, propose that the process is discontinued.

A decision regarding qualifications and a proposal for appointment can also be made even if not all of the expert evaluators have submitted their statement, if

- the deadline for submitting the statement has passed
- statements have been received from at least two expert evaluators
- it is found that the remaining statement can be omitted without compromising an objective evaluation of the applicants.

The appointment plan accepted ____/____ 2016, Åbo

Mikko Hupa
Rektor