

Unofficial translation

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 AN
ASSISTANT PROFESSOR/ASSOCIATE PROFESSOR/PROFESSOR IN
ECONOMICS (TENURE TRACK)**

The subject Economics is as of January 1st 2015 a part of the Faculty of Social Sciences, Business and Economics. The subject Economics is part of both the study programme in Business and Economics and the study programme in Social Sciences.

The Faculty of Social Sciences, Business and Economics opens a position as Assistant Professor, Associate Professor or Professor in Economics within the tenure track career system. A tenure track position offers the appointee an opportunity to obtain a tenured position and advancement to a full professorship, i.e. the highest level of the tenure track system.

Depending on the experience and competence, the employee can be appointed to level one, two or three of the tenure track system: Assistant Professor (level one), Associate Professor (level two) or Professor (level three). In the evaluation of the applicants, the Faculty Board will give its evaluation of the level to which the person is appointed based on the assessment of an appointment committee appointed by the Dean of the Faculty.

1. THE FIELD OF ACTIVITY

The appointed person should conduct scientific research and teaching based on research within Economics. The work tasks include, furthermore, development of the research and the teaching, to raise funding for research, to participate in national and international cooperation and administrative tasks.

The personnel in Economics has made a large effort to improve the quality of the education during the past few years. The focus has been on bachelor level while the planning of a master programme in social analysis is in progress at the moment. The efforts to improve the quality of the education has had a good impact. The subject is attractive and has many enrolled

students. The education of doctoral students is conducted in cooperation with the Finnish Doctoral Programme in Economics (FDPE) and within the faculty.

In addition to this position there is one professor, one senior lecturer and two university teachers working within the subject of Economics. The appointed person is expected to participate in the teaching within the subject which include all core areas of Economics. Economics has many connections with other subjects among both business and social sciences and fits well into the strategy of the faculty which emphasizes "possibilities to connect insights in both business and society give us a credible base to stand on". A research area that supports the strategic profile areas of the Faculty of Social Sciences, Business and Economics and/or Åbo Akademi University and the ability to collaborate are considered as merits.

2. EMPLOYMENT

Åbo Akademi University agrees to offer the tenure track employed Assistant/Associate Professor the opportunity to advance to the next level by setting clearly defined goals for each stage. In order to be able to evaluate and plan the own 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 will be initiated at least one year before the fixed-term contract of employment ends. The Dean decides on the general and specific targets for each stage of the tenure track within two months from the beginning of the employment.

At the beginning of an employment as Assistant Professor or Associate Professor, the criteria for the career development are reviewed. The goals for successful work performance are specified in a separate appendix to the contract of employment. The performance in relation to the goals are considered at the assessment carried out before a decision on advancement to the next level is made. In the assessment of advancement, attention is paid to the scientific research carried out during the period of employment, the ability to lead research projects and obtain research funding. Additionally, experience of teaching and supervision, pedagogical development as well as international assignments are assessed. If applicable, Swedish skills will 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 three years. Upon successful evaluation, an Assistant Professor will advance to the next level. Alternatively, the employment can be extended by two years. The work task of the Assistant Professor are primarily to immerse and broaden their own research. Assistant Professors are usually required to contribute to teaching and supervision, dedicating one third of their working hours to these duties.

Associate professors will be employed for a fixed-term period of four years. Successful evaluation and undeniably established competence as professor facilitate advancement to the

next level. Alternatively, the employment can be extended by two years. The work tasks of an Associate Professor include conducting independent research, leading research projects and to obtain research funding. Associate Professors are usually required to contribute to teaching and supervision, dedicating one third of their working hours to these duties.

A **Professor** is employed with a permanent employment contract. The duties of the holder of the position include conducting scientific research and teaching based on research. The tasks also include leading and developing the research and the teaching activities, raising funding for research and participation in national and international co-operation.

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 August 17th 2017.

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 1,624 hours per year. The work tasks are defined in an annual work plan.

An appointment committee has been appointed by the Dean to support the decision makers, i.e. the Dean and the Faculty Board, in all stages of the recruitment process. The duties and constellation of an appointment committee are stated in the Personnel Guidelines § 12 (17.8.2017).

3. QUALIFICATION REQUIREMENTS FOR THE TENURE TRACK POSITION AS ASSISTANT PROFESSOR / ASSOCIATE PROFESSOR/PROFESSOR

For an assistant professorship a doctoral degree, research experience and pedagogical competence are required. 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, capacity to lead research groups, and obtaining research funding and experience of international research. Pedagogical competence is also required.

A Professor is required to have a doctoral degree, solid scientific competence together with pedagogical competence, the ability to lead research projects and raise funding for research, experience in international research and leadership skills.

4. EVALUATION CRITERIA FOR THE TENURE TRACK POSITION AS ASSISTANT PROFESSOR / ASSOCIATE PROFESSOR/PROFESSOR

Scientific competence

In the evaluation of scientific qualifications, the quality of the applicant's scientific publications and other research results, the ability to manage research projects and obtain research funding as well as experience of international research collaboration or international assignments will be taken into consideration.

Special attention will be paid to the applicant's international publications and the progress of the applicant's publication activity in recent years. Participation in postgraduate education and supervision of doctoral candidates is considered a merit.

Pedagogical competence

Documented pedagogical education, acquired practical teaching experience especially through supervision, the ability to produce teaching material, and other merits in teaching will be taken into account in accordance with Rector's decision on pedagogical skills (20.6.2012) when evaluating the applicants teaching skills.

Interactive competence

When assessing interactive competence, attention is paid to the ability to co-operate, administrative experience and experience of societal collaboration as well as international collaboration within the field.

When assessing the qualifications for the position the different areas of competence are weighed in the order scientific competence, pedagogical competence, and interactive competence. The evaluation is based on a review of submitted written materials and conducted interviews in association with the recruitment process. When assessing the competence of the applicants the research results are evaluated in comparison to the time since obtained the doctoral degree. Leaves of absences such as parental leaves, sick leaves, leaves due to military or non-military service or other substantial leaves are considered.

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 of the position.

Language skills

The administrative language of Åbo Akademi University is Swedish. 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). To be eligible 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.

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.

Oral and written knowledge of English is also necessary for managing the duties of the tenure track position successfully.

Requirements for foreigners and non-native Finnish citizens

Language requirements for foreigners and non-native Finnish citizens are decided on by the university. Foreigners and non-native Finnish citizens can be exempted from the requirement to have knowledge of Swedish and Finnish and still be eligible for the tenure track position as Assistant/Associate Professor/Professor in Economics. However, as the administrative and teaching language of the university is primarily Swedish, the person appointed should acquire such knowledge of Swedish during his or her employment, that he or she will be able to participate successfully in teaching and administrative tasks in Swedish in the future.

Oral and written knowledge of English is necessary for managing the duties of the tenure track position successfully.

4. APPLICATION

A written application for the tenure track position is required and should be addressed to the Rector of Åbo Akademi University. Details about the application deadline and the address to which the application should be sent are available in a separate advertisement.

The application should include the following enclosures (in English):

- An academic portfolio that follows the instructions published on the website of Åbo Akademi University, with the exception that the portfolio may exceed the recommended size. The instructions are available at:
<http://web.abo.fi/personal/uniportfolj/composinganacademicportfolio.pdf>

A list of publications, certified copies of degree diplomas, copies of certificates of other merits and qualifications shall be included in the academic portfolio as enclosures.

- A maximum of five publications that the applicant would like to be assessed to demonstrate his/her competence. The selected five publications should be marked in the list of publications.
- A research plan (max. 5 pages)
- A description of the applicant's pedagogical view (max. 2 pages)
- A description of the applicant's view on leadership (max. 2 pages)
- Possible other documentation to show the applicant's competence
- Contact details of the applicant (phone number, e-mail and postal address).

5. THE EXPERT EVALUATORS AND THEIR TASKS

The Faculty Board will upon a proposal of the appointment committee select 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 will be taken into account. Also in other respects, an objective evaluation will be observed.

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 14 days from the time the possibility to comment has been offered the applicant. The possibility of legal restrictions on eligibility is stated in law (434/2003) in 27-29 §.

The expert evaluators will submit separate statements. The statements should be submitted within two months after the expert evaluators have been appointed, unless special circumstances justify that the statement is delayed. The evaluations provided by the expert evaluators 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 in accordance with the written directions. Within each level, the experts shall place the applicants in ranking order. The expert evaluators must not participate in the further handling of the recruitment process after they have submitted their statements.

6. PROOF OF TEACHING SKILLS

The applicants who by the appointment committee are considered most qualified for the position can be offered the possibility to give proof of their teaching skills. Information about a possible test lecture will be given later. Separately or in connection with a test lecture, an interview will also be arranged.

7. APPOINTMENT PROCESS, DECISIONS ON APPOINTMENT OR DISCONTINUATION

After receiving the statements from the expert evaluators, the appointment committee will decide on which applicants to invite for interviews and test lectures. On the basis of the written statement given by the appointment committee, the Faculty Board decides on the most qualified for the position. The Faculty Board makes a proposal of appointment to the Rector, or if none of the candidates is found to be qualified, proposes 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 2nd of October 2017

Rector Mikko Hupa