

**VICE-RECTOR
FOR HUMAN RESOURCES AND DEVELOPMENT
AT THE ADAM MICKIEWICZ UNIVERSITY IN POZNAN**

ANNOUNCES

A COMPETITION

for the position of Assistant Professor

at the Faculty of Pedagogy and Fine Arts in Kalisz

Basic information

1. Competition reference number: Konkurs_41_WPA_adiunkt_1_2023
2. Research discipline (research field): linguistics
3. Number of work hours per week including a task-based work schedule (if applicable): Full-time, 40 hours a week in a task-based work time system.
4. Type of an employment contract and expected duration of employment: Fixed-term employment contract for 1 year with the possibility of extension.
5. Anticipated job starting date: November 15th, 2023
6. Workplace location:
Faculty of Pedagogy and Fine Arts, Kalisz Branch
Nowy Świat 28-30
62-800 Kalisz, Poland
7. Application deadline and process:
Documents should be sent to Biuro Obsługi Wydziału: Wydział Pedagogiczno-Artystyczny, Filia w Kaliszu, ul. Nowy Świat 28-30, 62-800 Kalisz and the electronic version to the address Skr.WPA@amu.edu.pl. The documents should include the reference number of the competition.
The deadline for submitting documents expires on 28 October 2023 r.
8. Required documents
 - Application form/letter of the candidate addressed to the Vice-Rector announcing the competition;
 - *Curriculum Vitae*;
 - Diplomas or certificates issued by colleges and universities attesting to education and degrees or titles held (in case of academic degrees obtained abroad - the documents must meet the equivalence criteria set out in Article 328 of the Act of 20 July 2018 Law on Higher Education and Science (Journal of Laws of 2022, item 574 as amended; Polish: Dziennik Ustaw 2022 poz.574 z późniejszymi zmianami);

- Information on the Applicant's research, teaching and organizational achievements.
- Cover letter in English.
- Consent to the processing of personal data as follows : *In accordance with Article 6 (1) (a) of the General Data Protection Regulation of 27 April 2016. (OJ EU L 119/1 of 4 May 2016) I consent to the processing of personal data other than: first name, (first names) and surname; parents' first names; date of birth; place of residence (mailing address); education; previous employment history, included in my job offer for the purpose of the current recruitment."*

<p>Conditions of the competition determined by the competition committee</p>

I) Determination of qualifications: (researcher profile) according to the Euraxess guidelines

- (R1) First Stage Researcher (up to the point of PhD)
- **(R2) Recognised Researcher (PhD holders or equivalent who are not yet fully independent)**
- (R3) Established Researcher (researchers who have developed a level of independence)
- (R4) Experienced Established Researcher (artist)

II) Job Offer description

Assistant Professor (Teaching) at the Faculty of Pedagogy and Fine Arts in Kalisz, Department of English Studies for whom AMU will be the primary place of employment. The position primarily involves teaching activities in the field of linguistics, teaching English as a foreign language and teacher education (teaching load: 300 hours per year). Involvement in organization and research activities conducted by the Department of English Studies will also be required.

III) Requirements and qualifications

The competition may be entered by persons who meet the requirements specified in Art. 113 of the Act of July 20, 2018 Law on Higher Education and Science (Journal of Laws of 2022, item 574 as amended, i.e. Article 113, Polish: Dz.U. z 2022 r. poz. 574 z późniejszymi zmianami t.j. art. 113) and who meet the following requirements:

1. A doctoral degree in linguistics or, in the case of applicants from abroad, a related field (language education, TESOL).
2. Teaching experience at university level.
3. Organizational skills and experience.
4. Academic record related to linguistics and/or foreign language learning and teaching (i.e., conferences, publications).
5. Motivation for scientific work, independence, communicativeness.
6. Skill in conducting classes with university students with the help of various methods.
7. Proficient use of new technologies.
8. Knowledge of the specificity of higher education in line with the Bologna Process and the Polish Qualification Framework.
9. Basic knowledge of the Polish language sufficient to communicate with students and other employees (in the case of foreigners).

IV) Required languages

1. Proficiency in English
2. Basic command of Polish (in the case of foreigners).

V) Required research, teaching or mixed experience

At least 2 years of experience as a university teacher instructing students in degree programs in English.

VI) Benefits

- ✓ an atmosphere of respect and cooperation
- ✓ supporting employees with disabilities
- ✓ flexible working hours
- ✓ funding for language learning
- ✓ co-financing of training and courses
- ✓ additional days off for education
- ✓ life insurance
- ✓ pension plan
- ✓ savings and investment fund
- ✓ preferential loans
- ✓ additional social benefits
- ✓ leisure-time funding
- ✓ subsidizing children's vacations
- ✓ "13th" salary
- ✓ bike racks

VII) Eligibility criteria

1. Teaching experience at the university level.
2. Academic record (publications, conferences, etc.).
3. Organizational skills and experience.
4. Cover letter.
5. Conducting a class with students.
6. Interview in English.

VIII) The selection process

1. Competition committee begins working no later than 14 days after the deadline for submission of documents.
2. Formal evaluation of submitted proposals.
3. Call to provide additional or missing documents if necessary.
4. Selection of candidates for the interview stage.
5. Interviews for candidates who meet the formal requirements.
6. Teaching assignment.
7. The chair of the competition committee announces the results and informs the candidates. This information will include justification with a reference to candidates' strengths and weaknesses. Submitted documents will be sent back to candidates.

IX) Prospects for professional development

**Opportunities to participate in research projects and to pursue further academic degrees.
Participation in international cooperation and different types of mobility.**

RODO Information Clause :

Pursuant to Article 13 of the General Data Protection Regulation of 27 April 2016. (Official Journal of the EU L 119 of 04.05.2016) we inform that:

1. The controller of your personal data is Adam Mickiewicz University, Poznań with the official seat: ul. Henryka Wieniawskiego 1, 61 - 712 Poznań.
2. The personal data controller has appointed a Data Protection Officer overseeing the correctness of the processing of personal data, who can be contacted via e-mail: iod@amu.edu.pl.
3. The purpose of processing your personal data is to carry out the recruitment process for the indicated job position.
4. The legal basis for the processing of your personal data is Article 6(1)(a) of the General Data Protection Regulation of 27 April 2016 and the Labour Code of 26 June 1974. (Journal of Laws of 1998 N21, item 94 as amended).
5. Your personal data will be stored for a period of 6 months from the end of the recruitment process.

6. Your personal data will not be made available to other entities, with the exception of entities authorized by law. Access to your data will be given to persons authorized by the Controller to process them in the performance of their duties.
7. You have the right to access your data and, subject to the law, the right to rectification, erasure, restriction of processing, the right to data portability, the right to object to processing, the right to withdraw consent at any time.
8. You have the right to lodge a complaint to the supervisory authority - the Chairman of the Office for Personal Data Protection, ul.Stawki 2, 00 - 193 Warsaw.
9. Providing personal data is mandatory under the law, otherwise it is voluntary.
10. Your personal data will not be processed by automated means and will not be subject to profiling.