

**CENTRE DE  
CIVILISATION  
FRANÇAISE**



**OŚRODEK  
KULTURY  
FRANCUSKIEJ**

**OPEN CALL FOR ASSISTANT POSITION IN RESEARCH EMPLOYEES GROUP  
OF**

**THE CENTER FOR FRENCH CULTURE AND FRANCOFONE STUDIES (CFCFS),  
UNIVERSITY OF WARSAW**

The candidate should meet the conditions set out in the art. 113 of the Law on Higher Education and Science Law of 20.07.2018 r. (Dz.U.2023 No. 742 with later amendments) and the Statute of the University of Warsaw (UW Statutes Resolution No. 443 of 26.06.2019, consolidated text: Monitor UW of 2019, item. 190 with changes).

**Requirements:**

- PhD in the field of social sciences or humanities (archaeology, history, history of art, law, philosophy, sociology or socio-economic geography and spatial management),
- achievements in one or more of the following research fields: conflicts, memories and resilience; cross-border exchange and territorial constructions; global history of East-Central Europe.
- experience in organisation and conducting international research projects and events, in grant application and fundraising,
- fluent spoken and written Polish (at least B2), fluent spoken and written French and English (at least B2).

**Duties:**

- to conduct independent scientific research and to support grant applications in the field of social sciences or humanities, in accordance with the priorities set by the Director of the CFCFS,
- to submit project proposals and to develop scientific initiatives contributing to the activities of the CFCFS,
- to assist the Director of the CFCFS in research and organisational tasks, such as scientific conferences and academic seminars,
- active participation in scientific events organised by the University of Warsaw, especially CFCFS, such as conferences, lectures, seminars or workshops,
- involvement in cooperation with other academic centres, especially French or francophone, including within the framework of 4EU+ projects,

## Required documents:

1. signed statement, in which the candidate confirms having read and accepted the regulations of competitions, as set out in Ordinance No. 106 of the Rector of the University of Warsaw of 27.09.2019, defining procedures for conducting a competition for the post of an academic teacher at the University of Warsaw (Monitor UW item 388; English translation<sup>1</sup>),
2. signed letter of application to the Rector of the University of Warsaw, annotated with consent to the processing of personal data for the purposes necessary for the recruitment process in accordance with the Act of 10.05.2018 on the Protection of Personal Data (Journal of Laws 2018, item 1000),
3. an administrative questionnaire<sup>2</sup>,
4. copy of the PhD diploma,
5. curriculum vitae (2-3 pages A4),
6. list of publications and research grants,
7. motivation letter addressed to the Competition Committee and presenting the candidate's profile in accordance with the requirements defined in the call,
8. a sample of research work (e.g., an article in a peer-reviewed journal),
9. a recommendation letter from an academic researcher.

The competition is the first stage of the procedure for employment for the position of academic teacher as specified in the Statute of the University of Warsaw, its positive outcome constituting the basis for further proceedings. The Competition Committee reserves the right to conduct a preliminary examination of applications before the full selection phase. After a preliminary analysis of the applications received, selected candidates will be contacted for further stages of the recruitment procedure (academic interview). The University of Warsaw reserves the right to close the competition without giving any reason.

Candidates will be notified of the results of the competition by e-mail no later than 31 October 2024. Documents should be submitted by e-mail to [okf@uw.edu.pl](mailto:okf@uw.edu.pl) with the title "Call 2024 – research assistant" or in person to the secretariat of the CFCFS (ul. Dobra 55, 00-312 Warsaw, room 3011) by 18 October 2024. The entire procedure will be concluded before 30 October 2024.

Position starts on 04.11.2024.

Number of positions: 1

Period of contract: 12 months (with the possibility of extension)

Full-time position

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<sup>1</sup> [https://inicjatywadoskonalosci.uw.edu.pl/wp-content/uploads/sites/11/2020/07/M.2019.282.Zarz\\_.106-EN.pdf](https://inicjatywadoskonalosci.uw.edu.pl/wp-content/uploads/sites/11/2020/07/M.2019.282.Zarz_.106-EN.pdf)

<sup>2</sup> [https://bsp.adm.uw.edu.pl/wp-content/uploads/sites/18/2020/07/Kwestionariusz-osobowy\\_kandydat\\_11\\_2019.docx](https://bsp.adm.uw.edu.pl/wp-content/uploads/sites/18/2020/07/Kwestionariusz-osobowy_kandydat_11_2019.docx)