

Associate Professor (F/M) in the group of research-teaching staff, who will be entrusted with the role of Director of the Institute of Political Science

Location: Katowice
Reference Number: I/2026/NA/WNS/INP/DI

RECTOR OF THE UNIVERSITY OF SILESIA IN KATOWICE

announces the open call for the position of **Associate Professor (F/M)[1]** in the group of **research-teaching staff, who will be entrusted with the role of Director of the Institute of Political Science.**

Place of work: Faculty of Social Sciences, Institute of Political Science

Job location: Bankowa 11, 40-007 Katowice, Bankowa 12, 40-007 Katowice

Number of available positions: 1

Ref. no.: I/2026/NA/WNS/INP/DI

Key words: political science and administration, director of the institute

Applications to the open call may be submitted by those who meet the conditions specified in Section 113 of the *Act – Law on Higher Education and Science* of 20 July 2018 (Journal of Law 2024 item 1571 as amended). We would also like to inform that applicants for the above-mentioned position must meet the conditions for membership of the Scientific Council of the Institute of Political Sciences, as set out in the Statute of the University of Silesia in Katowice, which are necessary for the appointment to the post of Director of the Institute of Political Sciences.

[1] The open call is conducted in accordance with the principle of equal treatment in employment and it is open to all persons who fulfil the requirements included in the open call announcement.

KEY RESPONSIBILITIES:

- conducting research in the discipline of political science and administration,
- obtaining funds for financing scientific research by submitting project applications in NCN competitions and other national and international grant programmes,
- teaching classes for the following degree programmes: Political and public consulting, National and international security, International political science and diplomacy studies, Political science,
- realization of the annual teaching load in the amount of 210 teaching hours,
- realization of the organizational tasks for the University, the Faculty of Social Sciences, and the Institute, in accordance with the Individual Assignment of Duties,
- involvement in the internationalization of research and teaching carried out at the University of Silesia in Katowice,
- involvement in activities promoting science and teaching carried out at the University of Silesia in Katowice,
- performing the duties of the institute director in accordance with §33 of the Organizational Regulations of the University of Silesia in Katowice.

QUALIFICATION REQUIREMENTS (obligatory):

- minimum PhD in the discipline of political and administrative sciences and documented research in this discipline for at least 5 years (3 pts),
- in the case of having a habilitated doctor's degree or the title of professor in the discipline of political and administrative sciences and documented research in this discipline for at least 7 years (4 pts),
- in the case of having a doctoral degree in another discipline, it is necessary to document conducting research in the discipline of political and administrative sciences for at least 7 years (1 pt),
- in the case of holding a habilitated doctorate or a professorial title in another discipline, it is necessary to document conducting research in the discipline of political science and administration for at least 10 years (2 pts),
- documented, significant, and creative scientific achievements in the discipline of political science and administration, particularly with international reach and indexed in scientific databases like Scopus/Web of Science, demonstrating scientific independence,
- documented activity in the area of:
 - applying for research projects funded from external sources through competitive calls (1 point for each submitted original grant application),
 - carrying out and managing a research project funded from external sources through competitive calls (2 points for each research project in which the applicant carried out tasks and 3 points for each research project in which the applicant served as the project manager),
- demonstrating significant activity in the scientific community, including documented forms of research collaboration and research mobility,
- demonstrating significant activity in combining scientific research with academic teaching and its internationalization,
- experience in conducting teaching activities at a university, at 1st and 2nd cycle studies,
- experience in training scientific staff (1 point for each PhD student supervised to completion),
- involvement in organizational activities for the university and documented achievements in science popularization,
- knowledge of the English language at least at the B2 level (3 points for knowledge of English at the C2 level, confirmed by a document described in Annex 1 to the competition announcement, 2.5 points for knowledge of English at the C1 level, confirmed by a document described in Annex 1 to the competition announcement, 2 points for knowledge of English at the B2 level, confirmed by a document described in Annex 1 to the competition announcement, 1 point for knowledge of English at B2, C1, or C2, confirmed in any different way other than that described in Annex 1 to the competition announcement). A list of the documents required for each level of English proficiency is provided at the bottom of this announcement,
- knowledge of the Polish language at a level that allows conducting teaching activities or willingness to learn Polish (applies to foreigners),
- documented knowledge of other languages (besides Polish and English) in which the Candidate can conduct scientific research and teaching activities (1 point for each language),
- documented experience in holding managerial positions and managing a unit at a university,
- knowledge of legal regulations concerning the science sector in Poland, especially regarding the evaluation of science,
- presentation of the development plan for the science of politics and administration at the University,
- presentation of at least 2 reference letters (or contacts of people who can provide references).

REQUIRED DOCUMENTS:

- motivational letter referring to the candidate's fulfilment of the open call requirements,
- scientific resume (CV),
- scans of the documents confirming the candidate's qualifications (including the PhD diploma or certificate of granting the PhD degree),
- list of publications (the committee recommends that the most significant publications are ordered from the latest to the oldest one),
- list of candidate's didactic achievements,
- list of candidate's achievements in terms of popularization of science,
- documents certifying knowledge of English and/or other foreign languages,
- other documentation defined in the open call requirements.

TERMS OF EMPLOYMENT:

- full time employment on the basis of the fixed period employment contract [1],
 - employment at the University as a primary place of work,
 - inclusion in the N category for the discipline of political science and public administration on the basis of a submitted declaration, and designation of this discipline as the primary discipline,
 - appointment as a Director of the Institute of Political Sciences and to carry out the duties associated with that post in accordance with the Statutes and Organisational Regulations of the University of Silesia in Katowice,
 - task-based working time,
 - the remuneration for the position in accordance with Annex 1 to the Remuneration Regulations for Staff at the University of Silesia in Katowice,
 - the fixed remuneration component – seniority bonus [2] in the amount of 1% of the base remuneration for every year of employment from the fourth year of work, provided that the amount of the component does not exceed 20% of the base remuneration,
 - a functional allowance according to the Salary Regulations for employees at the University of Silesia in Katowice,
 - the variable remuneration components and monetary benefits or benefits in kind (e.g. additional annual remuneration, awards, and other co-financing possibilities), employee pension programme in accordance with the acts and internal regulations of the University of Silesia in Katowice,
 - additional, paid options selected at the employee's discretion on the basis of declaration submitted by the employee (e.g. private life insurance, private medical package of the employee's choice, group pension scheme),
 - opportunity for professional development,
 - work environment supporting diversity, equality and inclusion.

[1] At the University of Silesia in Katowice the first employment contract is concluded with an academic is a fixed-term employment contract for the period of 4 years.

[2] *Job seniority* means the total period of the documented professional activity, which, according to the principles of law, shall be included in the person's employment period in order for that person to acquire employee rights (e.g. the specific amount of holiday, severance pay, seniority bonus etc.). It includes not only employment on the basis of employment contract, but also other forms of professional activity, such as person's own economic activity, work on the basis of civil-law contracts (excluding contract for performance of a specified task), membership in cooperative, uniformed service or a documented paid work abroad – provided that it fulfils the requirements defined by law. *Legal basis:* art. 302 and art. 302¹ of the act of 26 September 2025 on changing the act – Labour Code and some other acts (Journai of Laws of 2025, item 14/23).

SCHEDULE OF THE CALL:

- application submission deadline: the **14th of September 2026 (11.59 p.m. CET)**
- the selection process will be concluded by the **13th of November 2026**

Applications received after the deadline, incomplete applications and applications submitted in any other way than defined in the open call announcement shall not be considered.

OPEN CALL PROCEDURE:

The open call is conducted and solved by the open call committee appointed by the Rector. The open call procedure consists of two stages:

- the formal assessment of the submitted documents,

- merit-based evaluation of the candidates.

The formal assessment is preceded by the initial verification of the submitted documents confirming fulfilment of the requirements defined in the open call announcement. In the case of doubts, the open call committee may call the applicant to complete the documentation within the defined period of time.

The open call committee prepares a list of persons whose applications fulfill the open call requirements to the greatest extent and invites them for an interview.

The interview may take place in person or by using electronic means of communication. The invited candidates may be asked to prepare additional materials for the needs of presentation of their candidacy during the interview.

The open call is solved by way of a resolution adopted by the open call committee by secret ballot with an absolute majority of votes.

The applicants are notified about the results of the open call. The applicants have a right to appeal against the open call committee's decision in writing within 7 days from the day they are notified of the result of the open call. The appeal shall be considered by the Rector within a period of a maximum of 30 days.

The final, binding decision on the employment of the candidate selected and recommended by the open call committee is made by the Rector.

The University reserves the right to leave the call unresolved.

APPLICATIONS:

Submitting an application in response to this Call means accepting the GDPR information clause available in the Application form.

The required documents shall be submitted electronically using the application form, available by clicking "Apply".

Apply

IMPORTANT INFORMATION:

The condition necessary for employment of the candidate selected in the selection proceedings is the fulfilment of the obligations arising from Section 265(4), (5), (13) of the Act – *Law on Higher Education and Science* of 20 July 2018 (Journal of Law 2024 item 1571 as amended).

In the case of applying for employment at the University of Silesia in Katowice as the primary place of work, candidates employed in other higher education institutions as their primary place of work, should, as of the day of their employment, fulfil the requirement defined in art. 120, section 2 of the Act – *Law on Higher Education and Science* of 20 July 2018 (Journal of Law 2024 item 1571 as amended), according to which an academic may have **only one** primary place of work at a time.

In the case of a person selected as a result of the open call selection procedure, who has obtained their academic degree, their degree in arts or their professional title abroad, and whose academic degree, degree in arts or their professional title has not been recognized as equivalent to the adequate Polish degree or title, *Employment and Science* of 20 July 2018 (Journal of Laws 2024 item 1571 as amended), in accordance with the procedure in force at the University or on the basis of the nostrification procedure, for which the candidate shall apply.

The Whistleblower Protection Act

The University of Silesia in Katowice fulfils the obligations arising from art. 48 of The Whistleblower Protection Act of 14 June 2024 (Journal of Laws of 2024, item 928). Considering the above we want to inform that at the University of Silesia there is a procedure for reporting internal law infringements. The applicants can make themselves familiar with the rules of submitting reports and the personal data protection connected with the procedure. Detailed information is available on the University website: <https://naruszenia.us.edu.pl/> or can be acquired at the applicant's request.

LIST OF DOCUMENTS CONFIRMING PROFICIENCY IN ENGLISH

Part I

Proficiency in English at a level of at least C2 is evidenced by:

- University of Cambridge, ESOL Examinations – C2 Proficiency (CPE) (200–230 pts);
 - IELTS (The European Language Certificates) – level C2;
 - IELTS (International English Language Testing System) – a score between 8.5–9.0 points – level C2;
 - TOEFL iBT (Test of English as a Foreign Language) score in the range of 114–120 points – level C2;
 - Trinity College London: Integrated Skills in English (ISE) – level C2 (ISE IV);
 - Educational Testing Service (ETS), Princeton, USA: Test of English as a Foreign Language (TOEFL iBT) – level C2 (110–120 points);
 - City & Guilds – International ESOL Diploma (combined IESOL and International Spoken ESOL exams) – level: C2 (Level 3);
 - Pearson English Assessment:
- a) Pearson English International Certificate (formerly PTE) – Level 5 (C2),
- b) Pearson Test of English (PTE Academic, UKVI) – 85–90 points (C2),
- c) Pearson Professional English Test – 84–90 points (C2)
9. certificate confirming successful completion of the Ministry of National Defence's English language examination – 4444 (C2) in accordance with STANAG 6001,
10. certificate issued by the Co-ordinating Council for Language Proficiency Certification at the University of Warsaw – level C2;

Part II

Proficiency in English at a level of at least C1 is evidenced by:

- a degree certificate from the Republic of Poland for a first-cycle or second-cycle degree, or a single-cycle Master's degree, in philology, cultural studies, applied linguistics, ethnolinguistics or other studies in the field of the English language, provided that, during the course of study, the number of hours of practical English language tuition (including translation classes or workshops), as confirmed by a diploma supplement or a certificate, amounted to at least 720 – in relation to that language;
 - a diploma from the Lech Kaczyński National School of Public Administration, together with a certificate confirming proficiency in English at an advanced level (C1);
 - a doctoral degree obtained in Poland or abroad following the defence of a doctoral thesis written and defended in English;
 - a degree certificate awarded abroad for first-cycle, second-cycle or integrated master's studies, together with information stating that the dissertation was written and defended in English. Where the degree certificate does not specify the language of instruction, a diploma supplement or a certificate stating the language of instruction must be attached. Information regarding the duration of the first-cycle, second-cycle or integrated master's degree programme must be attached to the degree certificate;
 - an International Baccalaureate Diploma or a European Baccalaureate Diploma obtained in English;
 - a secondary school leaving certificate obtained abroad, certifying completion of secondary education in English;
 - a certificate confirming that the candidate has passed a departmental examination at:
- a) the Ministry of Foreign Affairs,
- b) the Ministry of the Interior and Administration,
- c) the Ministry of National Defence – level 3333 (C1) according to STANAG 6001,
- d) the Intelligence Agency;
- 8.a certificate confirming that a departmental examination in English was passed before 16 November 2015 at the office serving the Minister responsible for the emergency;
9. a certificate confirming the acquisition of the right to practise as a sworn translator in English, issued by the Minister of Justice, or a decision recognising the qualifications to practise as a sworn translator in English;
10. a certificate confirming proficiency in English at an advanced level, issued by the Lech Kaczyński National School of Public Administration in the name of the President of the Republic of Poland, following a linguistic assessment;
11. University of Cambridge, ESOL Examinations – C1 Advanced (CAE) (180–199 points);
12. IELTS (International English Language Testing System) – a score of 7–8 – C1 level;
13. Trinity College London:
- a) ESOL Skills for Life – C1 level (Level 2),
- b) Integrated Skills in English (ISE) – C1 level (ISE III) and C2 level (ISE IV)
14. ECL (European Consortium for the Certificate of Attainment in Modern Languages) certificate – C1 level;
15. certificate issued by the Co-ordinating Council for Language Proficiency Certification at the University of Warsaw – level C1;
16. Educational Testing Service (ETS), Princeton, USA:
- a) Test of English as a Foreign Language (TOEFL iBT) – level C1 (94–109 points),
- b) Test of English as a Foreign Language (TOEFL PBT) – level C1 (from 610 points),
- c) Test of English for International Communication (TOEIC) – level C1 (945–990 points); a certificate confirming proficiency in all four language skills must be attached;
17. City & Guilds – International ESOL Diploma (combined IESOL and International Spoken ESOL exams) – level: C1 (Level 2);
18. Pearson English Assessment:
- a) Pearson English International Certificate (formerly PTE) – Level 4 (C1),
- b) Pearson Test of English (PTE Academic, UKVI) – 76–84 points (C1),
- c) Versant Professional English Test – 75–83 points (C1);

Part III

Proficiency in English at a level of at least B2 is evidenced by:

- a degree certificate awarded in the Republic of Poland for a first-cycle or second-cycle degree, or a single-cycle Master's degree, in philology, cultural studies, applied linguistics, ethnolinguistics or other studies in the field of the English language, provided that the number of hours of practical English language tuition, confirmed by a diploma supplement or a certificate, amounted to at least 500 – in relation to that language;
 - a diploma of graduation from the Lech Kaczyński National School of Public Administration, together with a certificate confirming proficiency in English at an intermediate level;
 - a certificate confirming that the candidate has passed the departmental English language examination at:
- a) the Ministry of Foreign Affairs at B2 level,
- b) the Ministry of National Defence – level 2222 (B2) according to STANAG 6001;
4. a certificate confirming proficiency in English at an intermediate level, issued by the Lech Kaczyński National School of Public Administration in the name of the President of the Republic of Poland, following a linguistic assessment;
5. a certificate issued by the Co-ordinating Council for Language Proficiency Certification at the University of Warsaw in English – level B2;
6. certificates issued by the following institutions to confirm proficiency in English:
- a) University of Cambridge:
- ESOL Examinations: – B2 First (FCE) (160–179 points),
- Business English Certificate Vantage (BEC Vantage),
- International English Language Testing System (IELTS), Academic and General Training modules – level B2 (5.5–6.5 points),
1. Linguaskill – General and Business modules – level B2 (160–179 points)
2. Trinity College London:
- a) ESOL Skills for Life – level B2 (Level 1),
- b) Integrated Skills in English (ISE) – level B2 (ISE II),
3. Educational Testing Service (ETS):
- a) Test of English as a Foreign Language (TOEFL iBT) – level B2 (72–94 points),
- b) Test of English for International Communication (TOEIC) – level B2 (785–940 points);
4. a certificate confirming proficiency in all four language skills must be attached,
- a) City & Guilds – International ESOL Diploma (combined IESOL and International Spoken ESOL exams) – level B2 (Level Communicator),
5. Pearson Assessment English:
- a) Pearson English International Certificate (formerly PTE) – Level 3 (B2),
- b) Pearson Test of English (PTE Academic, UKVI) – 59–75 marks,
6. Versant Professional English Test – 58–75 marks,
- LCCI, English for Business – Level 3 (B2); a certificate confirming that all four language skills have been passed must be attached.

GDPR information clause for the candidates

1. Personal data controller

The University of Silesia in Katowice is the controller of your personal data. You can contact the controller in the following manner:

- by post to: Bankowa 12, 40-007 Katowice
- by e-mail: administrator.danych@us.edu.pl

2. Data protection supervisor

You may contact the Data Protection Supervisor in all matters concerning the processing of your personal data and the exercise of your rights relating to the processing of data as follows:

- by post to: Bankowa 12, 40-007 Katowice
- by e-mail: iodi@us.edu.pl

3. Purposes of the processing and legal basis of the processing

We will process your personal data to:

- assess your qualifications, abilities and skills required for the position you are applying for,
- select the right person to work with us.

The legal basis for the processing of your personal data is Article 6(1)(a), (c), (e) and (f) and Article 9(2)(a) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation):

- Your consent to the processing of personal data provided in your CV and the cover letter, if you provide us with data other than your: first names and surname; date of birth; contact details; educational background; professional qualifications; your employment history to date.
- Your consent to the processing of your personal data in order to use it in the next recruitment processes conducted by the University of Silesia in Katowice for the next 9 months.

Your personal data which cannot be processed pursuant to legal provision will be processed when the candidate expresses his/her voluntary consent thereto.

- Your explicit consent to the processing of special categories of personal data i.e. sensitive data, as referred to in Article 9(1) of GDPR (inter alia health data), provided on the applicant's own initiative;
- fulfilling the legal obligation resting upon the controller, resulting from Article 22¹ paragraphs 1 and 2 of the Labour Code, with regard to the personal data which the employer requires from the candidate, i.e. first and last names; date of birth; contact details; and in case it is necessary to perform a specific type of work or on a specific position, it also requests information on education; professional qualifications; history of previous employment. The processing of your personal data for purposes and within the scope exceeding the aforementioned personal data requires your voluntary consent (Article 22(1a) of the Labour Code).

The provision of personal data is a statutory requirement, necessary for participation in the recruitment process. If you do not provide the data, it will not be possible to accomplish the aforementioned purpose.

- to comply with the legal obligation resting upon the controller, resulting, in particular, from the Act on Higher Education and Science, and implementing provisions issued on the basis thereof. Processing of your personal data for the purposes of and within the scope exceeding the personal data necessary for the purposes of the competition procedure requires your voluntary consent.

The provision of personal data is a statutory requirement, necessary for the purposes of the competition procedure. If you do not provide the data, it will not be possible to accomplish the aforementioned purpose.

- fulfilling the task executed in the public interest, resulting from Article 11(1) of the Law on Higher Education and Science;
- our legitimate interest as regards the data collected during the recruitment process in order to verify your skills and ability to work on the position you apply for.

The Act on Higher Education and Science, on the one hand, imposes public tasks on higher education institutions which they must carry out (Article 11(1)), and, on the other hand, guarantees them autonomy in all areas of their operation on conditions laid down in the Act (Article 9(2)), which allows higher education institutions to define their own detailed objectives and forms of activity within the framework of the status defined by law. A higher education institution as an academic community composed of staff, students and PhD students, exercising the tasks set forth in the Act, enjoys the autonomy granted and is guided by the European academic tradition. .

4. Period of storage of personal data

Your personal data collected in the current recruitment process will be stored until the end of the recruitment process. In case of expressing additional consent to the use of personal data for the purposes of future recruitments, they will be processed for a period of 9 months, but no longer than until the withdrawal of your consent.

5. Data recipients

Your personal data will not be transferred to any third parties.

6. Rights relating to the processing of personal data

You have the following rights in relation to the processing of personal data:

- the right to withdraw your consent to data processing, see below;
- the right of access to your personal data;
- the right to demand the rectification of your personal data which are incorrect and supplementing incomplete personal data;
- the right to have your personal data removed, in particular if you withdraw your consent to the processing, when there is no other legal basis for the processing;
- the right to demand a restriction of the processing of your personal data;

6. the right to object to the processing of your data, due to your specific situation, in cases where we process your data on the basis of our legitimate interest, including for direct marketing purposes, or for the fulfillment of a public task. NOTE: in the case of processing data for direct marketing purposes, objections may be raised at any time regardless of the specific situation.

- the right to transfer your personal data, i.e. the right to receive your personal data from us, in a structured, machine-readable, commonly used IT format. You may send the data to another data controller or request that we send your data to another controller. However, we will only do so if such a transfer is technically feasible.
- You only have the right to transfer your personal data if we process the data in an automated way, i.e. in electronic form, on the basis of a contract with you or on the basis of your consent;

- the right not to be subject only to automated decision making, including profiling
- the right to lodge a complaint with the data protection supervisory authority, i.e. the President of the Office for Personal Data Protection.

The right to withdraw consent

To the extent that your data are processed on the basis of your consent, you have the right to withdraw your consent to data processing at any time. The withdrawal of consent does not affect the lawfulness of the processing that was carried out on the basis of your consent before it was withdrawn. You may withdraw your consent by sending a statement of withdrawal to our postal address or e-mail address: iodi@us.edu.pl.

⚠ concerns only the candidates applying for academic positions