**Vice-Rector for Research**

**Professor Katarzyna Dziubalska-Kołaczyk**

**Director of the** Human Resources Centre

**Mrs.** **Katarzyna Linke**

**5 years of HR Excellence in Research at AMU**

It has been 5 years since AMU was awarded the **HR Excellence in Research** distinction.

During that time our University has undertaken many activities to increase the attractiveness of employment conditions for both male and female scientists and to create a working environment conducive to personal growth.

**All our projects are based on the recommendations**

**of the European Commission, the principles described**

**by the European Charter for Researchers and**

**the Code of Conduct for the Recruitment of Researchers.**

They address the following four areas:

1. Ethical and professional aspects

2. Recruitment and selection

3. Working conditions and social security

4. Training and development

We encourage you to check out the infographics on the following pages showing the activities of our University in these areas.

We have already done a lot, but we can and want to do even more!

* **Therefore, in January we will send a survey to all academics and doctoral students by which we will be able to update the current action plan**

**and propose specific solutions for the future.**

It is our goal to motivate the entire scientific community to participate in this survey. We would like to learn more about the strong and weak points of the researchers working environment and identify areas for we need to improve.

We want to do this based on the opinions of all the researchers employed at AMU, because we aim to address your needs for effective career development. Our goal, aspiration is to create favorable working conditions and professional advancement perspectives.

* **The next planned action within the framework of HR Excellence in Research will be the preparation of the Gender Equality Plan - GEP.**

This document will define the goals and objectives of the University focused on gender equality. The planned activities will relate to such areas as gender balance in recruitment, academic careers and decision-making process, as well as the integrating the gender dimension into the contents of research and innovation.

* **In May next year, we can expect an interim evaluation conducted by the European Commission experts on the implementation of the principles of the Code and the Charter.**

We trust that the HR distinction for AMU will be upheld and that our University will be recognized again as part of the prestigious group of institutions awarded the **HR Excellence in Research.**

**We create a**

**working environment**

**supporting both**

**male and female**

**scientists**

HR Excellence in Research

1.Ethical and professional aspects

**We ensure free choice of research topics and we support activities aimed at the internationalization of research**

* Freedom of choosing a discipline and research specialization
* More than 350 bilateral agreements with universities
* Nearly 400 foreign research partners
* 160 scientists of both sexes employed from abroad

**We respect the rules of ethics and intellectual property rights**

* Rector's Representative for Scientific Due Diligence
* AMU Ethics Committee
* Regulations concerning management of copyrights, related rights and industrial property rights as well as commercialization principles

**We care about dissemination and commercialization of research results**

* Representative of the Rector for open access to publications and scientific research results
* Excellence Initiative - Research University ID-UB
* AMU Research Portal – *Baza Wiedzy*
* Adam Mickiewicz University Centre for Innovation and Technology Transfer
* AMU Open Access Journals Platform - PRESSto

**We support professional management of grants and finances**

* Project Support Centre
* Financial and Accounting Centre (Bursar's Office)

**We apply anti-discriminatory practices**

* Rector's Representative for Equal Treatment
* Anti-Discrimination Committee
* "When Science is a Woman" Project
* Gender Equality Plan - in preparation

**We guarantee participation of male and female representatives at all career levels in the decision-making bodies of the University**

* Senate
* University Council
* Scientific Disciplines Councils

**2. Recruitment and Selection**

**We recruit based on a policy of open, transparent and merit-based principles**

* OTM-R - Recruitment Policy for research staff at AMU

**How do we do this?**

The foundations of our action are based on

European policy improving the attractiveness of working conditions

**Human Resources Strategy for Researchers**

**(HRS4R)**

**3. Working conditions and social security**

**We provide stable employment as well as attractive and fair remuneration conditions promoting scientific activity**

* Almost 90% of female and male teachers employed on permanent contracts
* Pay raises, bonuses, allowances and awards linked to scientific activity

**We make it possible to combine research activity with teaching**

* Research posts
* Teaching hours reduced

**We provide flexible working conditions enabling balance between family and professional life**

* **Task-based working hours**
* **Child care benefits**

**We provide appropriate research infrastructure**

* More than 316 thousand sq. meters of modern research and teaching buildings
* Research apparatus worth 350 million PLN

**4. Trainings and Progress**

**Stimulating mobility**

* More than 5000 incoming and outgoing visits of male and female academics from AMU and other universities

**We care for constant professional development of male and female academics by organizing workshops and training courses**

* Distance Learning Support Center
* Project Support Center
* Science Support Office
* International Relations Center
* Staff Recruitment and Professional Development
* Support Office for Persons with Disabilities

**We provide mentorship to young scientists**

* Doctoral schools
* Research mentors

European Charter for Researchers

Code of Conduct for the Recruitment of Researchers

A policy of open, transparent and merit-based

recruitment policies guarantees the compliance

with the principles and requirements set out in

the **European Charter for Researchers**

OTM-R - A policy of open, transparent and merit-based recruitment policies of scientific staff

(OTM-R – Open, Transparent and Merit-based Recruitment of Researchers)

Adam Mickiewicz University, Poznań, is an institution awarded the **European HR Excellence in Research** distinction, based on the European Commission's **Code of Conduct for the Recruitment of Researchers** and has an established policy for the recruitment of academic teachers.

**The policy rules are based on three fundamental principles:**

* **Openness** – recruitment is open and subject to public announcement.
* **Transparency** - recruitment has simple and clear rules, available and applied equally to all candidates.
* **Competence** - selection of candidates is based solely on merit criteria and guarantees the selection of a candidate with the best qualifications, regardless of gender, age, ethnic, national or social origin, religion or belief, sexual orientation language, disability, political opinion and social or material status.

**What does it mean in practice?**

* According to the provisions of the Act on Higher Education and Science and the Statute of our University, the first employment relationship with an academic teacher in excess of a half-time position and for a period longer than three months is established through an open competition announced by the vice-rector in charge of a given School
* The Council of a School appoints a competition committee consisting of at least five members representing diversity of experience as well as balance in terms of qualifications and gender.
* The competition committee lays down the conditions of the competition and detailed requirements for candidates taking into account the principles of The Code of Conduct for the Recruitment of Researchers.
* The competition announcement is published on the websites of AMU, the Ministry of Education and Science, and the European Commission's portal for mobile researchers - Euraxess.
* The competition procedure is based on the qualification criteria subject to scoring in order to allow transparent comparison of candidates.
* At the first stage, the committee examines the documents submitted and selects candidates eligible to move on to the next stage. At the second stage, the committee will interview the candidates, may also appoint reviewers of their scientific achievements and ask the candidates to demonstrate their teaching skills to be evaluated by a group of students
* During interviews, committee members make sure to provide appropriate feedback to the candidates.
* Competition results shall be settled by secret voting by an absolute majority of votes.
* Committee’s Chairperson shall inform the candidates of the outcome of the competition procedure.
* Information should include a justification, stating the strengths and weaknesses of a candidate
* The results of the competition are announced on the websites of Adam Mickiewicz University and the Ministry of Education and Science.

Such a policy of open, transparent and merit-based recruitment process for scientific staff guarantees compliance with the principles and requirements set out in the European Charter for Researchers. It also allows to acquire employees with the best qualifications, and contributes to raising the international standing and attractiveness of AMU as an employer, as well as ensures equal access to employment procedures.

We invite you to watch the video:

**OTM-R - Recruitment Policy**

**of academic staff at AMU**