

Institute of Animal Reproduction and Food Research, Polish Academy of
Sciences in Olsztyn



PRINCIPLES OF RECRUITING RESEARCHERS AT IAR&FR PAS



HR EXCELLENCE IN RESEARCH

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1. WHAT POSITIONS ARE AVAILABLE FOR A RESEARCHER AT IAR&FR PAS?

At the Institute of Animal Reproduction and Food Research of the Polish Academy of Sciences in Olsztyn, researchers can be employed in the following positions:

- assistant researcher;
- assistant professor;
- an institute professor;
- professor.

2. WHAT IS THE MODE OF EMPLOYMENT FOR A RESEARCHER AT IAR&FR PAS?

Employment in a research position at the Institute is carried out through a competition announced by the Director of the Institute. Announcement of the competition is published, e.g. **on the Institute website, on the website of the Minister of Science and Higher Education in the Public Information Bulletin and on the European Commission website in the European portal for mobile researchers (EURAXESS).**

3. WHO CAN BECOME AN ASSISTANT RESEARCHER AT IAR&FR PAS?

The position of an assistant researcher is open to a person who holds the degree of a master or equivalent in fields and disciplines resulting from the developmental plans of the Institute.

Desirable qualifications:

- authorship or co-authorship of research publications, patents;
- active participation in research conferences, seminars and training sessions;
- participation in research projects;
- completed research internship;
- very good knowledge of English.

Documents required from candidates applying for a position as an assistant researcher at the Institute include, in particular:

- curriculum vitae with scientific record and a cover letter;
- a copy of the diploma;
- an opinion from the last workplace or an opinion of the research supervisor.

4. WHO CAN BECOME AN ASSISTANT PROFESSOR AT IAR&FR PAS

The position of an assistant is professor for a person who holds at least a PhD degree in fields and disciplines resulting from the developmental plans of the Institute.

Other requirements:

- considerable achievements after obtaining a doctoral degree;
- active participation in research conferences, seminars, training sessions;
- participation in research projects;
- completed research internship abroad;
- very good knowledge of English.

Documents required from candidates applying for a position as an assistant professor at the Institute include, in particular:

- curriculum vitae with scientific record and a cover letter,
- a copy of the document proving possession of a doctoral degree,
- a document proving completion of a research internship,
- at least one recommendation letter signed by an independent researcher.

5. WHO CAN BECOME AN INSTITUTE PROFESSOR AT IAR&FR PAS?

The position of an institute professor is open to a person who holds a post-doctoral degree (doctor habilitated) or the title of a professor in fields and disciplines resulting from the developmental plans of the Institute, and for a person permanently residing abroad – at least a PhD degree, **and additionally:**

- who is, or has been, a supervisor of at least one doctoral research project;
- who demonstrates, after obtaining the degree of doctor habilitated, significant research achievements, including original research papers published in journals listed in the Web of Sciences (WoS) database;
- who has managed, or is managing, at least two research projects financed with external funds;
- who actively promotes science and participates in the research and organizational life of the academic and professional community.

Documents required from candidates applying for a position as an institute professor include, in particular:

- curriculum vitae;
- a copy of the document proving the awarding of the post-doctoral degree (doctor habilitated) or the academic title of professor;
- a list of publications (before and after obtaining a post-doctoral degree), a curriculum vitae with scientific record;
- outline of research plans;
- the title and the synopsis of three monographic lectures satisfying the requirements of a lecture for students of the third degree studies (doctoral studies) in the field specified in the competition;
- an opinion of the director or a rector (or a supervisor) from the last workplace.

Information on research, teaching and organizational achievements (summary of professional accomplishments) of the candidate for the position of an institute professor (up to 15 pages long) should contain:

1) General information:

- given name and surname;
- academic title or degree;
- date of birth;
- year of completing studies, university;
- year of obtaining a PhD degree, institution;
- year of obtaining a post-doctoral degree;
- year of obtaining the academic title of professor (if applicable);
- date of employment at the position of an assistant professor.

2) Synthetic description of research work conducted to date and major individual academic achievements.

3) Synthetic description of short-term research plans (3 years) and an outline of long-term research plans (10 years).

4) Research activity:

- Number of publications, including publications after obtaining a post-doctoral degree;
- Number of citations, excluding self-citations according to WoS, and Hirsch index excluding self-citations according to the SCOPUS database;
- list of major publications after obtaining a post-doctoral degree;
- list of research projects financed with external sources, in which the candidate is holding, or has held, the function of manager;
- activity in popularization of scientific achievements, cooperation with the region, etc. (maximum 5 items);
- international research cooperation (form, scope, achievements);
- number of research reviews written for foreign journals.

5) International mobility (country, institution, aim of stay, duration):

- research internships, lectures, projects, missions;
- active participation in conferences – information concerning invited lectures, presentations and oral reports, participation in programme and organizational councils, chairing sessions, etc.

6) Teaching activity – previous and current lectures, classes, seminars, including those conducted in a foreign language.

7) Achievements in educating young researchers:

- the list of supervised masters, doctors or open doctoral procedures;
- the number of prepared review of doctoral and post-doctoral dissertation.

8) Organizational activity:

- organization of research conferences, symposia;
- participation in organizational work at the place of employment;
- participation in editorial boards of Polish or foreign scientific journals;
- functions fulfilled as a result of election in research associations and organizations - Polish and international;
- participation in scientific councils;
- other forms of organizational activity.

9) Honours and awards of national and international importance (year of awarding).

6. WHO CAN BECOME A PROFESSOR AT IAR&FR PAS?

The position of a professor is open to a person who holds the title of professor in fields and disciplines resulting from the developmental plans of the Institute and, for a person permanently residing abroad, at least a PhD degree, **who additionally, since obtaining the academic title:**

- is, or has been, a supervisor of at least one doctoral research project;
- has significantly improved his/her own achievements, by publishing original papers in journals listed in the Web of Sciences database as a leading author: the first or corresponding author;
- has managed, or is managing, at least three research projects financed with external funds;
- actively participates in the research and organizational life of the academic and professional community;
- presents the scope of research plans.

Documents required from candidates applying for a position as a professor at the Institute include, in particular:

- curriculum vitae;
- a copy of a document awarding the academic title of professor;
- a list presenting score-based research achievements (preferred form - table);
- list of publications (before and after obtaining the title of a professor);
- resume with a summary of academic accomplishments;
- short-term research plans (up to 3 years) and an outline of long-term research plans (up to 10 years);
- an opinion from the last workplace.

Information on research, teaching and organizational achievements for the position of the professor should contain:

1) General information:

- given name and surname;
- academic title and degree;
- date of birth;
- year of completing studies, university;
- year of obtaining a PhD degree, institution;
- year of obtaining a post-doctoral degree;
- year of obtaining the academic title of professor;
- date of employment at the position of an institute professor;
- Hirsh index and number of citations, excluding self-citations according to the Web of Science database.

2) Synthetic description of research work conducted so far and major individual academic achievements (10 pages at maximum).

3) Synthetic description of short-term research plans (3 years) and an outline of long-term research plans (up to 10 years) (maximum 5 pages).

4) List of research publications (before and after obtaining the title of a professor).

5) Description of research activity after obtaining the academic title of professor, including:

- number of publications;
- list of research projects financed with external sources, in which the candidate is holding or has held the function of the manager;
- description of activity in popularization of scientific achievements, cooperation with the region, etc. (maximum 5 items);
- description of international research cooperation (form, scope, achievements);
- the number of research reviews written for foreign journals.

6) International mobility (country, institution, aim of stay, duration) after obtaining the academic title of professor.

- 7) List of active participation in conferences, data concerning invited lectures, presentations and oral reports, participation in programme and organizational councils, chairing sessions, etc. after obtaining the academic title of professor.
- 8) Description of teaching activity – previous and current lectures, classes, seminars, including those conducted in a foreign language, after obtaining the academic title of professor.
- 9) Description of achievements in educating young researchers after obtaining the academic title of professor:
 - the list of supervised doctors or open doctoral procedures;
 - the number of prepared review of doctoral and post-doctoral dissertations and procedures for the academic title of professor.
- 10) Description of research activity after obtaining the academic title of professor:
 - organization of research conferences, symposia;
 - participation in organizational works at the place of employment;
 - participation in editorial boards of Polish or foreign scientific journals;
 - functions fulfilled as a result of election in research associations and organizations - Polish and international;
 - participation in scientific councils;
 - other forms of an organizational activity.
- 11) List of honours and awards of national and international importance (year of awarding) after obtaining the academic title of professor.

7. RECRUITMENT STAGES

- Announcing the competition:
 - <http://pan.olsztyn.pl/institute/available-position/>
 - <https://euraxess.ec.europa.eu/jobs/search>
 - <http://www.bazaogloszen.nauka.gov.pl/en/>
- Submitting application by candidates;
- Evaluation and selection of candidates by the Selection Committee (see evaluation chart)
<http://pan.olsztyn.pl/institute/evaluation-chart/>
- Information on competition results within 31 days as of the application submission deadline:
<http://pan.olsztyn.pl/institute/results-of-competitions/>