As mentioned in distribution

The University of Oulu Rules and Regulations, decision by the Board of Directors on 15 June 2011 and the University Personnel Recruitment Guidelines 1 September 2011

TENURE TRACK AND THE FOUR-STAGE RESEARCH CAREER

In their meeting on 15 June 2011, the University Board of Directors has approved the outline for initiating the Tenure track programme as well as the criteria for the advancement of a personal research career. The Personnel Recruitment Guidelines of the University determine the guidelines and procedures for personnel recruitment, based on the University Rules and Regulations and the decisions by the University Board of Directors. These guidelines complement and further specify the alignments by the Board of Directors and the Personnel Recruitment Guidelines regarding the procedures for the implementation of the tenure track programme and the principles for the personal career path.

The researchers and teachers working at the University of Oulu are initially appointed to a tenure track position or a non-tenure track position (personal research career). The researchers appointed to a tenure track position may advance in their career through the tenure track process and be appointed to a permanent position as a professor or a distinguished professor. Researchers and teachers appointed to non-tenure track positions may advance in their careers through the personal career path.

Tenure track guidelines

- Initially, 2 – 4 positions will be admitted to the tenure track programme by the Research Council’s decision, and in the future 10 – 20 positions will be granted through a competitive application process
- In addition, faculties and organisations in the key areas may also have their own tenured positions
- A tenure track position must always be approved in the personnel plan of the faculty or the organisation in the key area, and commitment to long-term funding within the scope of the University's financial situation is also required
- A decision by the executive committee of the University is required
- An international application process is required
- Call for the tenure track positions is initiated by the Research Council or the faculty after the above-mentioned processes have been completed
- The programme does not exclude researchers at any career stage, but based on the experience and competence of the person being appointed, the position may be within the range of assistant professor – associate professor – professor – distinguished professor
- When recruiting for the positions, outstanding or world-class scientific quality is set as a requirement, and this must be verified via references from high-level international researchers (minimum 4 referees)
In filling the tenure track position, a separate recruiting committee appointed by the dean/director must always be established, and it evaluates the possibility for advancing from one level to the next on the basis of the statements of the expert referees.

- The experts used in the selection or promotion from one tenure level to another are confirmed by the Research Council or separate Tenure Track Committee based on the proposal of the recruiting committee.

- Before the appointment or promotion from one level to another, the tenure track position must be approved by the Tenure Track Committee which is common for the whole University, and whose task it is to ensure that the persons appointed to the tenure track positions fulfill the requirements for a high-level researcher and that the evaluation has been performed internationally and at a sufficiently high level.

- The Research Council or a separate committee appointed by it may serve as the Tenure Track Committee.

- In case the applicants do not meet the criteria, the recruitment will not take place, the continuation period is not granted or the person is not appointed to a permanent position.

- In the recruitment process for a tenure track position, the call for applications must state that the position is a tenure track position and that the University Tenure Track Guidelines will be taken into account in filling the position.

The following guidelines must be followed both in the initial recruitment phase and in promotion from one position level to another:

- The dean/director of the unit sets a recruiting committee to prepare the recruitment for the tenure track position and career advancement.

- A chairperson is appointed for the recruiting committee when the group is formed.

- The requirements of the Equality Act must be taken into consideration in assembling the group, in terms of the number and category of employees they represent.

- The recruiting committee introduces the applicants, their merits and the evaluation process to the dean or the director of the unit, and makes a proposal for appointment; the dean/director presents the appointment proposal to the Tenure Track Committee.

- The final recruitment decisions are made in accordance with the rector’s decision for delegation after approval by the Tenure Track Committee.

- When recruiting for the position of a professor, an invitation procedure in accordance with the Universities Act must be observed.

Preparations for promoting a person appointed to a tenure track position to the next career level will be initiated by the director of the unit 18 months before the end of the term of office of the person in the tenure track position. The person submits an application with a résumé to the recruiting committee, and the recruiting committee acquires at least four statements from high-level international researchers and presents their appointment proposal to the dean/director of the unit. The dean/director of the unit presents the appointment to the Tenure Track Committee, and the decisions are made in accordance with the rector’s decision to delegate. The following picture introduces the phases of the tenure track system.
Guidelines for a personal research career

The qualifications and the criteria for the different positions in the four-stage research career system (doctoral student, postdoctoral researcher, senior research fellow, professor) have been defined in the University Rules and Regulations. The units may support the career advancement of their researchers and teachers through a personal career path. Advancing on the career path requires particularly merited activity, and it should be linked to both the University and the unit strategy, goals, personnel plan and economic framework. Advancing from one level to the next is not a subjective right. When determining the total length of the different periods of a research career, also absences due to maternity or parental leave, sickness, military service or civil service must be taken into consideration in accordance with the human resources policy of the University. The units may present initiatives to the dean on promoting a person to a higher level and initiating the necessary evaluation procedures.

Selection process
- The dean/director of the unit appoints, when necessary, a recruiting committee to prepare the recruitment process for the post doc position.
- A recruiting committee must always be appointed if a person is appointed to the position of a senior research fellow on a permanent basis.
- A chairperson is appointed for the recruiting committee when the group is formed
- The requirements of the Equality Act must be taken into consideration in assembling the group, in terms of the number and category of employees they represent
- When recruiting for the position of a professor, an invitation procedure in accordance with the Universities Act and the Personnel Recruitment Guidelines must be observed
- Decisions are made in accordance with the rector's decision for delegation

Criteria for different position levels

When recruiting for both tenure track and non-tenure track positions, the following criteria shall be applied (Decision by the University of Oulu Board of Directors 15 June 2011).

Assistant Professor (tutkijatohtori)
(Tenure track: Assistant Professor; Non-tenure track: Postdoctoral Researcher)

A person appointed as an assistant professor must have an applicable doctoral degree, ability to carry out independent scientific work and teaching skills required in the position.
- The duration of the period is three to five years, and there may be two periods at most.
- Only doctors who have completed their Ph.D. or equivalent degree less than ten years ago can be appointed

The selection criteria for an assistant professor are the following:
- Research potential, merit to date (publications, especially internationally refereed publications; participating in acquiring funding / funding granted; connections with the international community in the field)
- In most fields, having experience of working abroad during the professional research career is common
- Demonstrating development in skills is prerequisite for a continuation period, which must be verifiable
- Evaluation by experts in accordance with recruitment and tenure guidelines is required when advancing to the position of an associate professor

Associate Professor (yliopistotutkija)
(Tenure track: Associate Professor; Non-tenure track: Senior Research Fellow)

A person appointed as an associate professor must have an applicable doctoral degree, scientific research merit and teaching skills required for the position. The prerequisite for the position is the ability to lead a research group and to acquire external research funding.
- Initial appointment is a fixed-term period of five years
- An associate professor may be appointed for several periods
- The prerequisite for a continuation of the position is meeting the above-mentioned criteria as well as successful research work
- The position can be made permanent if this is based on the unit’s strategy, goals and personnel plan
- The position can be made permanent only if the person is especially competent in the position, and in this case external evaluation must be conducted and the procedure must support the University of Oulu Strategy

When recruiting for the position of an associate professor, the applicants shall be evaluated in all University units based on the following criteria:
- Publications on an international level: dissemination, quality of the publication forums, references to the publications
- Active role in the research training
- Acquisition of external funding
- Working in more than one research facility during one’s career (in most fields represented at the University of Oulu this signifies working abroad)
- An active role in the international scientific community
- Acknowledgements and awards

**Professor**

A person appointed to the position of a professor must have a doctoral degree, high-level scientific or artistic competence, experience in leading scientific research, ability to provide high-level research-based teaching, to supervise final theses and to have merit in international co-operation projects in his/her field of expertise. When evaluating the competency of an applicant, his/her scientific publications and other research results with scientific or artistic value, teaching experience and pedagogic training, ability to produce teaching material, other merits as a teacher, teaching demonstrations and supervised doctoral theses will be taken into consideration. Other factors to be taken into consideration are the activeness of the applicant in the international scientific community, practical experience in the field where applicable, success in acquiring external research funding, as well as academic work abroad and other international positions. Further instructions may be given separately on evaluating the artistic competence and practical experience in the field required by the position of a professor.

The position of a research professor has the same qualification requirements as the position of a professor, with the difference that special consideration is given to scientific work and good results in leading a research group, as well as success in acquiring external research funding and demonstration of research co-operation when evaluating merit. If the duties do not include a significant number of teaching hours, the significance of teaching merit is much smaller than when considering the tasks of a professor.

Advancing to the position of a professor from the position of an associate professor/senior research fellow is possible if the person in question is particularly successful in research activity, and has experience and merit in leading a research group successfully and acquiring external funding in a systematic manner. The person must be a significant national and international actor in his/her research field, and meet the performance criteria by the Ministry of Education and Culture. The position will be filled in accordance with the personnel plan approved by the faculty.
English titles for teaching and research personnel

The following English titles are used for the University of Oulu research personnel.

<table>
<thead>
<tr>
<th>Title in Finnish</th>
<th>Non-tenure track Personal research career</th>
<th>Tenure track programme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tohtorikoulutettava</td>
<td>Doctoral Student, PhD Student</td>
<td></td>
</tr>
<tr>
<td>Tutkijatohtori</td>
<td>Postdoctoral Researcher</td>
<td>Assistant Professor</td>
</tr>
<tr>
<td>Yliopistotutkija</td>
<td>Senior Research Fellow</td>
<td>Associate Professor</td>
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<tr>
<td>Professori</td>
<td>Professor</td>
<td>Professor</td>
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<tr>
<td>Tutkimusprofessori (erillislaitokset)</td>
<td>Research Professor</td>
<td></td>
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<tr>
<td>Professori (erityisen ansioitunut)</td>
<td></td>
<td>Distinguished Professor</td>
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These guidelines have been processed in the Co-operation Council on 13 February 2012.

Administrative Director
Essi Kiuru

Human Resources Director
Liisa Rossi

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