



UMEÅ UNIVERSITET

Application template - Application for promotion from *universitetsadjunkt* (Lecturer) to *universitetslektor* (Senior Lecturer/Assistant Professor)

The application, which must be structured according to the template below and may be written in *Swedish* or *English* should be sent electronically to the Registrar at Umeå University and marked *Application for promotion to Senior Lecturer/Assistant Professor, Faculty of Science and Technology*.

University Lecturers on open-ended contracts **as of 31 March 2018** who hold a doctorate have the right, upon application, of being considered for promotion to Senior Lecturer.

Anyone appointed a University Lecturer on a permanent contract on or **after 1 April 2018** and who hold a doctorate may be provided with the opportunity, upon application, of being considered for pro-motion to Senior Lecturer as permitted by the needs and circumstances of the university. The Dean determines in each case if an assessment is justified.

For details concerning matters related to promotion, refer to the Employment Regulations for Teachers at Umeå University.

1 FIELD/SUBJECT AREA

1.1 *Subject area* for your current employment as a Lecturer and the field for employment as a Senior Lecturer (*universitetslektor*) which the promotion concerns

2 PERSONAL DATA AND DEGREES

2.1 *Name*

2.2 *Swedish personal identity number*

2.3 *Present Departmental affiliation* with e-mail address and telephone number.

2.4 *Current employment* with the exact subject area and dates of employment.

2.5 *Previous employment* (specify periods of leaves of absence).

2.6 *University degrees* including doctor's degree

2.7 *Other education/training*



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3 REPORT OF RESEARCH ACTIVITIES

Assessment and evaluation criteria regarding scientific research proficiency:

- breadth and depth of the research – quality and extent
- originality of the research
- productivity
- contributions to the international scientific community
- assignments/responsibilities in the scientific community
- capability in competition to obtain external research funding
- interaction with the surrounding society

3.1 *Scientific production* where publications and the dissertation is to be attached, as well as copies of diplomas

3.2 *Experience as Project Manager* (scientific/scholarly research projects)

3.3 *Funding/grants situation* External research grants obtained in competition (indicate which as principle applicant or co-applicant)

3.4 *Referee assignments* (scientific journals or the equivalent)

3.5 *Participation in and arrangements of scientific conferences, symposiums, seminars, and similar activities*

3.6 *Collaborative activities* An account of the interaction with the surrounding society as well as popular science activities

3.6.1 Information about research and development work, and the ability to interact with the surrounding society

3.6.2 Participation in Public Debate

3.6.3 Research communications

3.6.4 Collaboration with others concerning education and research

3.6.5 Project development/Development of activities

3.6.6 Patenting/Licensing

3.6.7 Contract education



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- 3.6.8 Contract research
- 3.6.9 Development assignments
- 3.6.10 Other documentation

4 DOCUMENTATION OF EDUCATIONAL QUALIFICATIONS AND EXPERIENCE

Assessment and evaluation criteria regarding pedagogical proficiency:

- ability to plan, implement and evaluate teaching, as well as the ability to supervise and provide academic supervision/tutor students at all levels of education
- ability to vary teaching methods and forms of examination in relation to expected study results and the nature of the particular subject
- experience with collaboration with the surrounding society in planning and implementation of education/training
- participation in the development of learning environments, teaching materials and study material
- a reflective approach to student learning and your own role as a teacher.

The teaching qualifications and experience must be documented in a teaching qualifications/experience portfolio with the following headings:

4.1 ***Pedagogical approaches and related attitudes/perspectives***

A statement of your perspective concerning pedagogical methods and approaches; your basic perspectives and opinions concerning pedagogical approaches.

4.2 ***Pedagogical experience.***

Concrete teaching experiences with examples that provide evidence of your pedagogical skills (see criteria above). Describe activities, target groups, pedagogical choices, results, lessons learned and reflections, participation in the development of learning environments, teaching materials and study materials. The descriptions must be appropriately substantiated.

4.3 ***Evaluations and assessments.***

Provide certificates or documents from appraisals from .e.g. the Head of Department, Director of Studies, colleagues, external assessors and students. Please provide a reference person, if possible

4.4 ***Academic CV with teaching experience***

An academic/CV with teaching experience is to be linked to the teaching qualifications/experience portfolio. This should include the following headings. State, where possible, a description with contents, scope and level of activity presented.

- 4.4.1 Teaching experience including academic supervision (academic supervision of undergraduate and Masters' thesis, licentiate work and



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doctoral dissertations. State the person, admittance and year of receiving the degree, and, if applicable, other academic supervisors. Academic supervision of doctoral students – indicate if principal academic supervisor or assistant academic supervisor, and year of admission).

- 4.4.2 Pedagogical education, development of skills and experience, and further education/in-service training
- 4.4.3 Pedagogical development work
- 4.4.4 Development of teaching materials, books or similar materials
- 4.4.5 Participation in pedagogical conferences
- 4.4.6 Planning of teaching/educational programme, assignments with educational responsibility
- 4.4.7 Pedagogical proficiency awards

4.5 *Attachments to the teaching qualifications/experience portfolio*

Examples of attachments that can be attached to the teaching qualifications/experience portfolio with accompanying CV include:

- Certificate of participation in pedagogic educational programmes/teacher training courses
- Copies of pedagogical distinctions/awards
- Compilations of course evaluations
- Reviews from superiors and colleagues regarding pedagogical aspects
- Examples of teaching materials developed
- Examples of study guides or other instructions to students

5 MANAGEMENT OF ACADEMIC ACTIVITIES AND PERSONNEL

5.1 *Assignments as Head of Department, supervisor, Director of Studies or Program Manager* (specify dates and extent)

5.2 *Management of project groups*

5.3 *Other management assignments*

6 OTHER ASSIGNMENTS OF RELEVANCE (including administrative responsibilities/tasks)

6.1 *Faculty bodies, planning groups, departmental councils, etc.*

6.2 *Miscellaneous*