

Jagiellonian University in Kraków promotes cooperation and cares for a good atmosphere based on mutual trust. It implements the strategy resulting from The Human Resources Strategy for Researchers, creating stable conditions for employment as well as the development of academic career, which resulted in the award of the HR Excellence in Research by the European Commission

INFORMATION ON SELECTION PROCEDURE

Date of selection procedure announcement Krakow, 30.01.2023

Selection procedure information number given by the Centre for Human Resources	1227.1101.3.2023
Dean of the faculty	Dean of Faculty of Management and Social Communication Dr hab. Ewa Bogacz-Wojtanowska, prof. JU
Address	Prof. S. Łojasiewicz St. 4, 30-348 Kraków

RECTOR

of the Jagiellonian University

announces a selection procedure for the position of an

ASSISTANT

Group of employees	Research staff
JU organisational unit (place of work performance)	Faculty of Management and Social Communication, Institute of Culture
Field of science	Social sciences
Discipline	Management and quality studies, communication and media studies
Scope	Thematic scope that fits into the domains and research themes of the Heritage Priority Research Area Strategy (humanities in the face of the challenges of environmental, civilizational, and technological change, and critical heritage and diversity studies), carried out in the Critical Heritage Studies Hub Flagship Project
Number of posts	1
Type of employment	employment contract
Working time	Full-time
Planned duration of employment	24 months
Expected date of employment commencement	second quarter of 2023

Remuneration	according to the Rules for Remunerating Jagiellonian University Employees
Requirements	<p>The selection procedure is open for all individuals, who meet the requirements set out in Articles 113 and 116.2.4) of the Act of 20 July 2018 – Law on Higher Education and Science, and who meet the following eligibility criteria according to § 166 of the Statute of the Jagiellonian University:</p> <ul style="list-style-type: none"> • holding at least a Master's, Master of Science, or equivalent degree; • exhibiting aptitude for research work.
Additional requirements and expectations	<ul style="list-style-type: none"> • taking an active part in academic life, • having an academic output in line with at least one of the domains defined in the Heritage Priority Research Area Strategy (humanities in the face of the challenges of environmental, civilizational, and technological change, and critical studies of heritage and diversity), taking into account publications, including those of international scope, • having proven experience in organisational and project work (acting as project manager, main contractor, or co-worker in national and international projects), in particular in the implementation of projects financed from external sources and of an international character, • having experience in the popularisation of scholarship and innovative education, • having proven proficiency in English
Project Title	Critical Heritage Studies Hub https://crihestu.id.uj.edu.pl
Project description	<p>The Flagship Project 'Critical Heritage Studies Hub' is conceived as a platform to coordinate research, education, and public engagement in critical reflection on heritage. Particular attention will be paid to so-called difficult or dissonant heritage. The Hub:</p> <ol style="list-style-type: none"> 1/ supports interdisciplinary research through: <ul style="list-style-type: none"> – exchange of ideas, – development of mechanisms to facilitate the formation of sustainable international research teams, and – development of digital tools to support heritage research; 2/ collaborates with the socio-economic environment by: <ul style="list-style-type: none"> – organising public debates, – disseminating knowledge and engaging in educational activities, which includes preparing reports and analyses, – cooperation with cultural institutions, NGOs, JST, and the business sector, especially within the Think Tank as part of the HUB, 3/ engages in intensive international cooperation in research, teaching, and community engagement projects, including within the Una Europa alliance. <p>The Hub is based on two pillars that correspond to two specific objectives: A think tank for critical discourse on heritage, and research groups.</p> <p>The recruitment of a full-time assistant is intended to strengthen the think tank activities. In particular, the postholder will be involved in the implementation of educational activities, including the organisation of seminars, conferences and events, the development of Massive Open Online Courses, summer schools, and podcasts in collaboration with the University's socio-economic environment.</p>
Scope of duties	<p>according to the Work Regulations of the Jagiellonian University Annex 1 to the Work Regulations of the Jagiellonian University – Model scopes of responsibilities and duties of academic teachers include:</p> <ul style="list-style-type: none"> • submission during employment of a minimum of three publications to reputable international journals or MNI^{SW}-listed publications,

	<ul style="list-style-type: none"> • preparation during employment of a project proposal for an externally funded international research grant, and, • involvement during the course of employment in the implementation of ongoing activities, primarily research and dissemination projects carried out in the Critical Heritage Studies Hub Flagship Project.
We offer	<ul style="list-style-type: none"> • stable employment based on an employment contract at the renowned university, • cooperation with the interdisciplinary academic community represented by well-known scientists, • scientific support as well as the possibility of qualifications improvement and professional development, • access to research infrastructure, • benefits in the form of i.a. sport card, sports activities, medical packages, group insurance, • additional social benefits.
Required application documents	<ol style="list-style-type: none"> 1. resume, 2. personal questionnaire filled in by the candidate, 3. copy of the master's diploma or a doctoral diploma, if applicable, 4. information on the candidate's scientific, teaching and organisational achievements, 5. declaration of the candidate, confirming that the Jagiellonian University will be their primary place of work, should they be selected in the selection procedure, 6. statement under Article 113 of the Law on higher education and science, 7. statement on acknowledging and accepting the rules and regulations concerning intellectual property management and commercialisation in force at the Jagiellonian University. <p>Declaration forms (no. 5-7) and personal questionnaire template (no. 2) can be obtained at: https://cso.uj.edu.pl/en_GB/konkursy</p>
Additional application documents	<ol style="list-style-type: none"> 1. list of publications (indicating the publisher and the number of pages) and completed projects, 2. review of the doctoral thesis or dissertation - if the candidate has one, 3. document confirming fluency in English (except for persons for whom English is their mother tongue or if the language of instruction during their academic education was English), 4. proposed research project that fits into the domains and research themes of the Heritage Priority Research Area Strategy (humanities in the face of the challenges of environmental, civilizational, and technological change, and critical heritage and diversity studies) with a rationale of how the project will contribute to the development of the Critical Heritage Studies Hub, particularly in relation to the Think Tank as a part of the Hub. A description of the project in English, up to 7 pages of standardised typescript including a bibliography, a description of the project's purpose and relevance, research methodology, novelty, contribution to the development of research, and the area of activity that the Accession Person intends to coordinate in the Flagship Project team.
The course of selection procedure	<p>The first stage of the selection procedure is the formal assessment of the submitted documents. Applications which meet all formal requirements are the subject of substantive assessment, during which an interview with the Candidate may be conducted (directly or via electronic communication channels), upon settling the date of the interview with the Candidate. The Candidate has the right to appeal against the negative assessment by the selection board within 7 days from receiving the information about the results of the assessment.</p>
Form of submission	<p>by e-mail to the address: anna.1.dragan@uj.edu.pl</p> <p>by mail to: Anna Dragan, Wydział Prawa i Administracji Uniwersytet Jagielloński w Krakowie, ul. Bracka 12/302, 31-005 Kraków</p>

	with the note: <i>A selection procedure for the position of an assistant. Critical Heritage Studies Hub</i>
Deadline for submission of applications	2.03.2023
Expected date of the selection procedure settlement	28.04.2023
Method of communicating of the results of the selection procedure	by e-mail
Questions	For further information please contact Anna Dragan, e-mail address: anna.1.dragan@uj.edu.pl

In the selection procedure, the Jagiellonian University follows the principles of the European Charter for Researchers and a Code of Conduct for the Recruitment of Researchers. Jagiellonian University does not provide housing.

On behalf of
the Rector of the Jagiellonian University
dr hab. Ewa Bogacz-Wojtanowska, prof. UJ
Dean of Faculty of Management and Social Communication

Personal data processing information for job applicants

According to Article 13 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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 – hereinafter GDPR), the Jagiellonian University informs that:

1. The Administrator of your personal data is the Jagiellonian University with its registered office in Gołębia 24, 31-007 Kraków, represented by the Rector of UJ.
2. The Jagiellonian University appointed the Data Protection Officer www.iod.uj.edu.pl, Gołębia 24, 30-007 Kraków. The Officer can be contacted by email: iod@uj.edu.pl or at the telephone number 12 663 12 25.
3. Your personal data will be processed in order to:
 - a. conduct recruitment process for the position specified in the above advertisement – as part of the legal obligation of the Administrator pursuant to Art. 6 (1) lit c of the GDPR in connection with the Polish Labour Code;
 - b. conduct recruitment process for the position specified in the above advertisement based on your consent pursuant to Art. 6 (1) lit a of the GDPR – your consent is granted by the clear action of submitting your CV with the Administrator. The consent to the processing of personal data concerns data that you voluntarily provide as part of your CV, which do not result from Polish Labour Code.
4. The obligation to provide your personal data results from the law (it applies to personal data processed under Article 6 (1) lit c of the GDPR). Failure to provide your personal data will result in your inability to take part in the recruitment process. Submission of personal data processed on the basis of consent (Article 6 (1) lit a of the GDPR) is voluntary.
5. Your data will be processed during the recruitment period. In the event of not concluding the contract with you, your data will be deleted after the recruitment process.
6. You have the right of access to the content of your personal data, as well as the right to correct, delete, restrict processing, transfer, object to processing – on the terms and conditions set out in the GDPR.
7. If the processing is based on consent, you have the right to withdraw the consent at any time, which shall not affect the lawfulness of processing based on the consent given before the withdrawal. Withdrawal of consent to the processing of personal data can be sent by e-mail to: anna.1.dragan@uj.edu.pl or by post to the following address: **Anna Dragan, WPiA UJ, ul. Bracka 12/302, 31-005 Kraków**, or you can withdraw your consent in person at **WPiA UJ, ul. Bracka 12/302**.
8. Your personal data will not be subject to automated decision making or profiling.
9. You have the right to lodge a complaint with the Inspector General for the Protection of Personal Data, if you feel that the processing of your personal data violates the GDPR regulations.