

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, 26/10/2023
Selection procedure information number given by the Centre for Human Resources	1227.1101.302.2023
Dean of the faculty of /Director of a non-faculty, inter-faculty or common unit	Dean of the Faculty of International and Political Studies; Prof. dr hab. Paweł LAIDLER,
Address	Ul. Reymonta 4, 30-059 Krakow, Poland

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)	Centre for International Studies and Development
Field of science	Social Sciences
Discipline	International relations
Scope	The Centre for International Studies and Development will hire an assistant researcher interested in conducting research and support research projects preparation and implementation as part of the Promoting Order at the Edge of Turbulence (POET) framework, with a focus on Euro-Asian relations. An additional asset will be the concentration of research on international relations in Asia, world powers, and foreign policy analysis, as well as experience in international research projects. The person selected for this position, if he / she will not be a doctoral student at the time of employment, will be

	required to submit an application to the doctoral school.
Number of posts (in the case of more than 1 post)	1
Type of employment	Contract of employment on specified time
Working time	Half-time
Planned duration of employment	January 2024 - June 2025
Expected date of employment commencement	January 2024
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 degree, Master of Science degree or an equivalent degree; • exhibiting aptitude for research work.
Additional requirements and expectations	<ul style="list-style-type: none"> • an appropriate scientific achievements acquired in the field of social sciences (including interdisciplinary research), primarily in the field of political science, international relations and economics, in particular in the field of complexity; • active participation in scientific life; • very good command of the English language; • experience in the field of quantitative methods; • knowledge of theories and methods in the field of international relations; • ability to conduct field research; • ability to write publications; • experience in scientific projects preparation and management; • IT skills (additional asset); • conduct research in the field of international relations in Asia, world powers, foreign policy analysis (an additional asset); • meeting requirements for undertaking doctoral studies in the field of social sciences or being participants of doctoral studies.
Project Title	Grant NAWA Chair: <i>Promoting Order at the Edge of Turbulence</i> (POET)
Project description	The POET project claims that Complexity Thinking (CT) can provide new forms of knowledge to respond to emerging complex challenges. By taking CT beyond broad principles to specific theory in a unique, academically-rigorous and highly usable way, the POET project opens important new horizons in understanding the promotion of sustainable order in a complex and unpredictable global life.
Scope of duties	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
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,

	<ul style="list-style-type: none"> • access to research infrastructure, • benefits in the form of i.a. Multisport 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 (as required for a given position)	<ol style="list-style-type: none"> 1. list of publications (along with the respective publishing houses and the number of pages), if any, 2. recommendation concerning the candidate's predisposition to work as an academic teacher and research work, including the results of student surveys and evaluations, if the candidate was subject to such evaluation.
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> <p>The selection procedure is conducted in accordance with The Policy of Open, Transparent and Merit-Based Recruitment Process at the Jagiellonian University</p>
Form of submission	<p>by e-mail to the address: isad@uj.edu.pl, title: application for the position of research assistant</p> <p>by mail to: ul. Reymonta 4, p. 303, 30-059 Krakow, Poland with the note: application for the position of research assistant</p>
Deadline for submission of applications	24/11/2023
Expected date of the selection procedure settlement	15/12/2023
Method of communicating of the results of the selection procedure	by e-mail
Questions	For further information please contact Monika Pająk, e-mail address: monika.pajak@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 Dean of the Faculty of
International and Political Studies;
Prof. dr hab. Paweł LAIDLER, University

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 you 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: isad@uj.edu.pl or by post to the following address: Ul. Reymonta 4, p.303, 30-059 Krakow,
or you can withdraw your consent in person at Ul. Reymonta 4, p.303, 30-059 Krakow.
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.