

LEGAL BASIS FOR ORGANIZING COMPETITIONS

Competitions for academic positions at Wrocław University of Science and Technology are organised in compliance with:

- Act of 20 July 2018, Law on Higher Education and Science
- the Statute of Wrocław University of Science and Technology
- the principles of the European Charter for Researchers and the Code of Ethics for WUST Employees

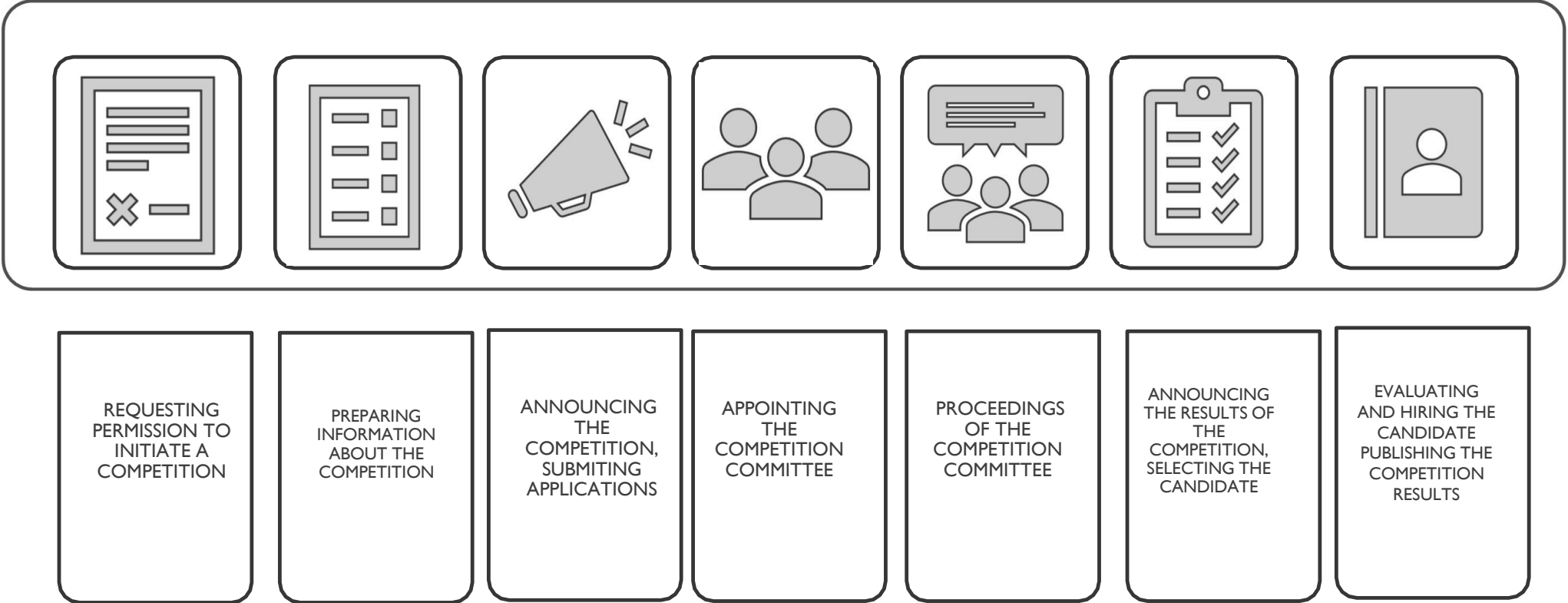
REGULATION No. 34/2026

on the detailed procedure and conditions for the work of committees conducting open competitions for the position of academic teacher at Wrocław University of Science and Technology

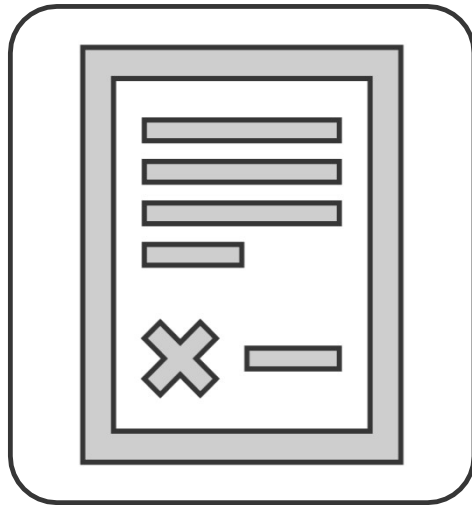


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COMPETITION STAGES



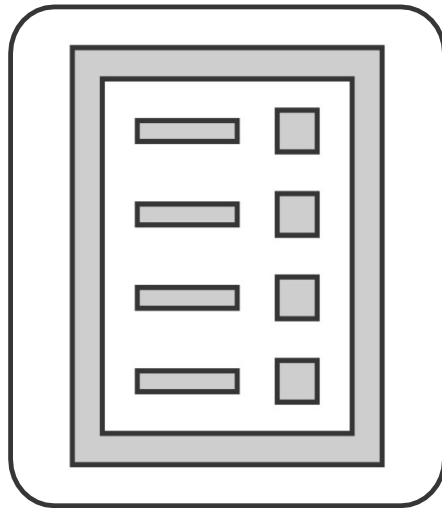
Ist STAGE OF THE COMPETITION INITIATING AN OPEN COMPETITION PROCEDURE



The initiator (dean of the faculty or head of the university unit) submits to the rector a formal request for initiating a competition for the position of an academic teacher.

Annex 1 – Application for initiating a competition for the position of an academic teacher

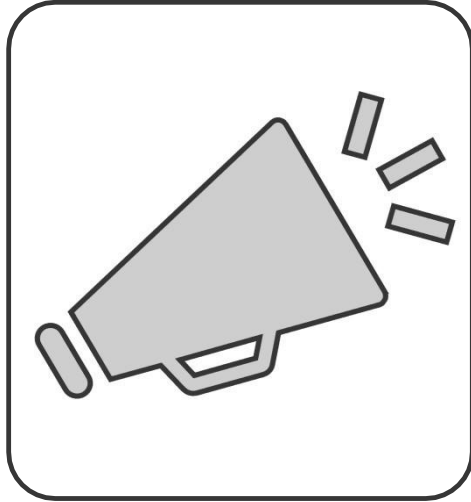
2nd STAGE OF THE COMPETITION PREPARING INFORMATION ABOUT THE COMPETITION



- Based on the *Recommended guidelines for determining the competencies of the candidate* – **Annex 2**, the initiator prepares a detailed description of the knowledge and qualifications required from the candidate.
- Preparation of the Competition Information document specifying the competition conditions, including: the position; requirements that the candidate must meet, final deadline for submissions, employment conditions;

Annex 3 – Template of the Competition Information

3rd STAGE OF THE COMPETITION PUBLISHING INFORMATION ABOUT THE COMPETITION, SUBMISSION OF APPLICATIONS

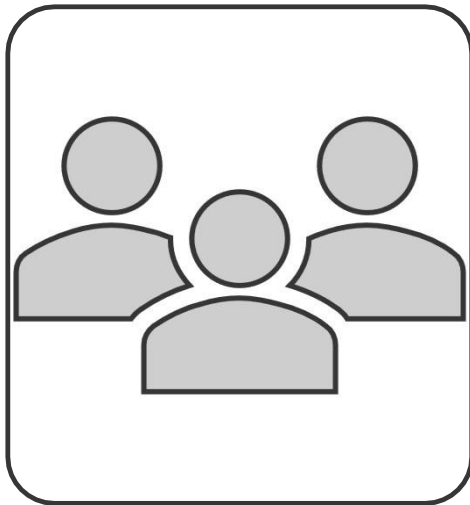


- Information about the competition is made public for a period of at least 30 calendar days, simultaneously in the following sources:
 - *the university's Bulletin of Public Information (BIP)*
 - *the BIP website of the ministry responsible for higher education;*
 - *European Commission pages on the European **EURAXESS** portal for mobile researchers;*
- Candidates submit their applications within the specified deadline



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4th STAGE OF THE COMPETITION APPOINTING THE COMPETITION COMMITTEE



- The initiator appoints the competition committee. Members of the committee represent diverse experiences and qualifications;
- Members of the committee are indicated individually by the initiator for each competition, with an aim to maintain gender balance and impartiality.

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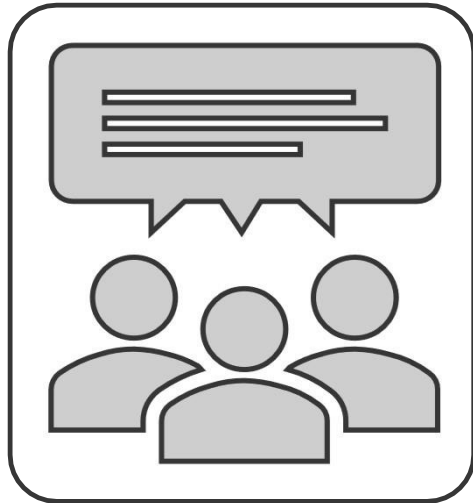


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5th STAGE OF THE COMPETITION PROCEEDINGS OF THE COMPETITION COMMITTEE



- The competition committee analyses the submitted applications based on the evaluation criteria.
- The minutes of the committee proceedings should include information about the formal and substantive analysis of the submitted applications, the evaluation results of each candidate, the voting results of the committee members, and the justification of the selection of the candidate.

Annex 5 – Candidate Evaluation Form

Annex 7 – Template of the Committee's minutes

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6th STAGE OF THE COMPETITION SELECTION OF THE CANDIDATE

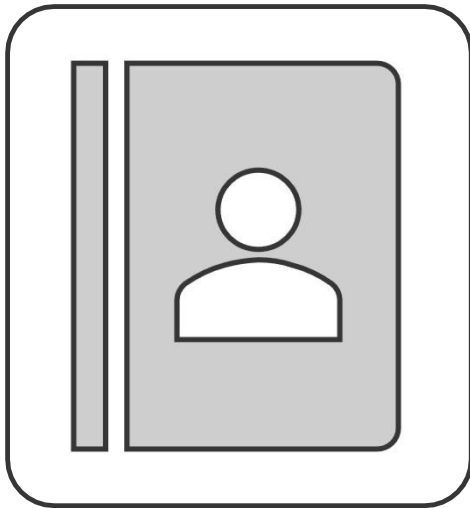
THE CANDIDATE IS SELECTED IN FOUR STAGES



- STAGE 1 – formal assessment of the submitted documents
- STAGE 2 – scoring the candidate based on the submitted application documents
- STAGE 3 – interviews
- STAGE 4 – selecting the candidate or preparing a candidate ranking list*

**In the case when a ranking list is prepared, if the candidate from the first position does not accept the employment conditions, the competition closes without selecting the candidate or employment conditions are offered to the next candidate on the ranking list*

7th STAGE OF THE COMPETITION EVALUATING AND HIRING THE CANDIDATE



- The candidate selected for the position of an academic teacher is evaluated at the request of the initiator:
 - at the faculty, by the faculty council
 - by the relevant academic discipline committee (applies to positions in the group of research and teaching staff or research staff)
 - in the university unit, by the unit council
- The initiator requests the rector to employ the selected candidate

Information about the results of the competition is made public for a period of at least 30 days after the closure of the competition, simultaneously in the following sources:

- *the university's Bulletin of Public Information (BIP)*
- *the BIP website of the ministry responsible for higher education;*

Annex 8 – Information about the results of the competition

