



LITHUANIAN SPORTS UNIVERSITY

**POLICY OF OPEN, TRANSPARENT AND
MERIT-BASED RECRUITMENT OF
ACADEMIC STAFF**

2018, Kaunas

PROVISIONS FOR THE RECRUITMENT OF ACADEMIC STAFF AT NATIONAL LEVEL

Pursuant to the Law on Higher Education and Research of the Republic of Lithuania:

- Persons shall be accepted to the positions of teachers and researchers of higher education and research institutions through an open competition for a five-year term of tenure.
- With not less than three months remaining before the expiry of the term of tenure of a teacher and researcher of a higher education and research institution an open competition shall be announced to fill these positions, with the exception of cases indicated in paragraph 4 of this Article or when a higher education and research institution abolishes the position. A person who already holds this position may participate in the competition. An announcement about a competition to fill a position must be published on the websites of the institution and the Research Council of Lithuania, as well as in the Lithuanian mass media and, where appropriate, in the international mass media.
- A person who has the second time in succession won the competition to hold the same position of a teacher or a researcher shall conclude an employment contract of unlimited duration for holding this position. Performance evaluation of this person shall be carried out every five years in accordance with the procedure laid down by higher education and research institutions. A period during which a higher education and research institution which carries out performance evaluation of a person granted that person a maternity leave, paternity leave or childcare leave shall not be included in the said five-year period. A person who fails the performance evaluation shall be dismissed from the position. Persons shall be accepted to a higher position of a teaching staff member or research staff member by way of an open competition.
- A recruitment commission which evaluates candidates for the position of a teacher and a researcher, with the exception of postdoctoral fellowship holder, shall be set up in accordance with the procedure laid down by higher education and research institutions. Not less than one third of the members of the recruitment commission must be persons who do not work in this higher education and research institution, and in higher education institutions - not less than one representative of students who is appointed by the student representation. When making arrangements for a competition to fill the position of a chief research worker or a professor, at least one international expert must be in the recruitment commission.

- A higher education institution shall lay down qualification requirements of positions of teaching staff, as well as the procedure for organizing competitions to fill the positions and of the performance evaluation of teaching staff.
- Higher education and research institutions shall lay down the qualification requirements for positions of researchers which must not be lower than the minimum qualification requirements established by the Research council of Lithuania. The qualification requirements for researchers laid down by higher education and research institutions shall be made public in the manner prescribed by the said institutions.

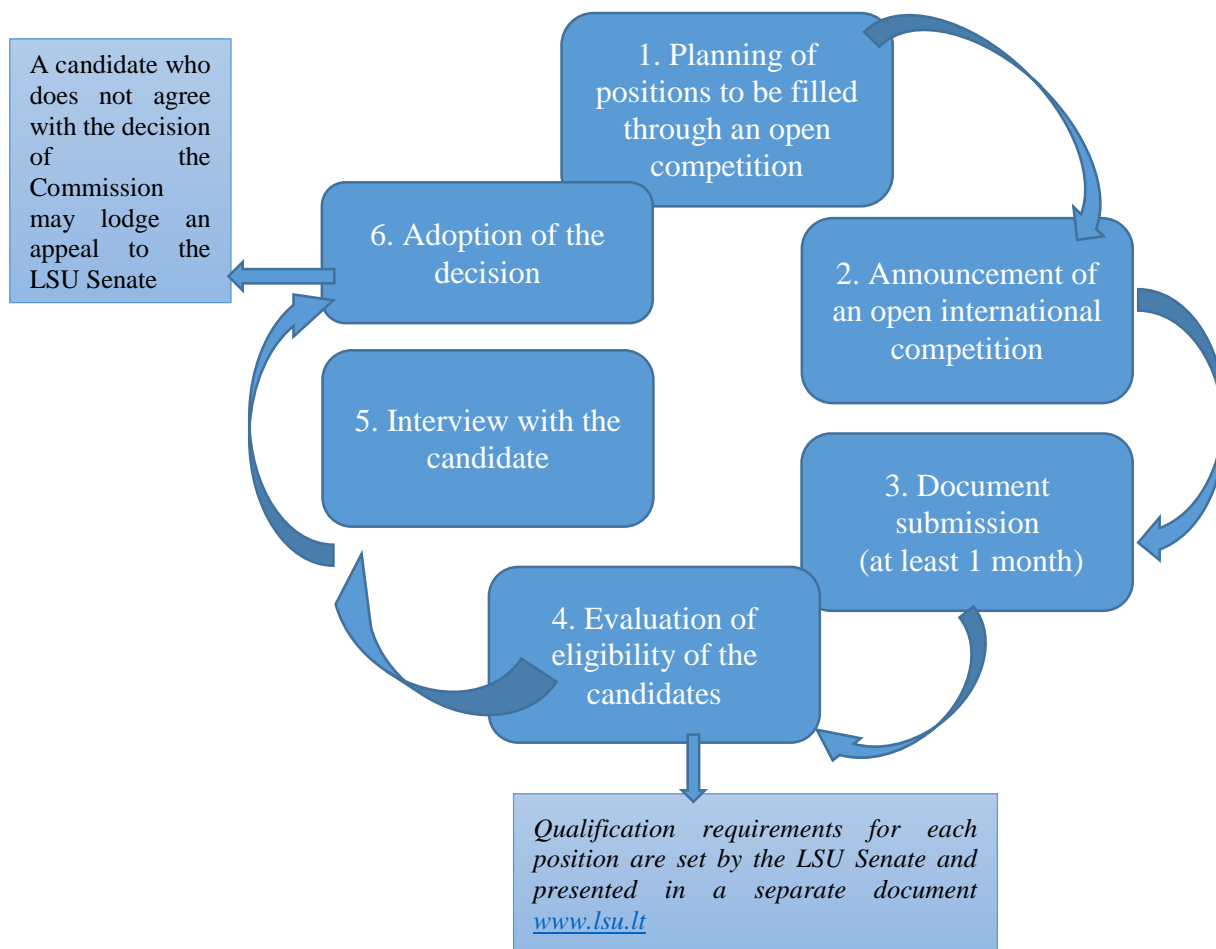
SELECTION OF ACADEMIC STAFF AT LITHUANIAN SPORTS UNIVERSITY

The Council of Lithuanian Sports University (hereinafter referred to as LSU) has approved the following principles for formation and evaluation of human resources:

- **Publicity.** When selecting and evaluating the University staff, the procedures and criteria are made publicly available to all potential candidates or employees.
- **Transparency.** Transparent and clear procedures and criteria apply when selecting and evaluating the University staff.
- **Equality.** When selecting and evaluating the University staff, equal opportunities are created; employees (or candidates) cannot be discriminated on the basis of race, nationality, gender, or on other grounds unrelated to the performance of the functions. Evaluation of the work of the University research and teaching staff members cannot be subject to different requirements for researchers working in different areas or fields.
- **Impartiality.** The University staff is selected and evaluated impartially, without prejudice.
- **Objectivity.** Objective criteria and procedures must be applied when selecting and evaluating the University staff.
- **Respect for human dignity.** The selection and evaluation of the University staff shall not undermine their human dignity.
- **Compliance with the mission, vision, values and strategic objectives of the University.** When selecting and evaluating the University staff their potential contribution to the mission, vision, and strategic goals of the University shall be taken into account. When selecting research and / or teaching staff members, the ability of the candidates to contribute to the research, experimental development, entrepreneurship and the development of academic quality shall be taken into account.
- **Promotion of international competitiveness.** When selecting and evaluating the University research and teaching staff members, the international competitiveness of their research should be given special attention. The highest academic positions (professor, chief researcher) can be held only by internationally-competitive researchers who publish their works in internationally recognized journals, etc. When selecting another (not research or teaching) staff, this criterion means that the priority must be given to those employees who can contribute more (during the evaluation - those who contribute) to the international competitiveness of the University (ability to initiate and carry out relevant international projects, speak foreign languages, etc.).

- **Attracting excellence, initiative and promoting continuous development.** The selection and evaluation the University staff should aim at attracting employees of the highest excellence. When evaluating the University staff, the continuous development of their competence, as well as introduction of new methods and technologies must be encouraged. The application of this principle means that active and continuously developing employees who apply modern technology in their work shall get the highest evaluation.
- **Adequacy for the results achieved.** The selection and evaluation of the University staff focuses on the results achieved.
- **Quality.** When selecting and evaluating the University staff, the quality of their work must be taken into account. In evaluating research and teaching staff members, the quality of their research activities must be taken into account. When assessing lecturers, feedback from students and graduates, their activity in the preparation of textbooks, other teaching material and the quality of these tools shall be of the most importance.
- **Ethics.** Every employee shall comply with the Code of Professional and Academic Ethics of the University.

The process of recruitment of LSU academic staff through competition (a detailed description of the process is presented in a separate document at www.lsu.lt):



1. ***Planning of positions to be filled through an open competition.*** The competition is published by the Rector, taking into account the existing vacancies and the need for the positions in the processes of education and research at LSU. The planning process is decentralized; it includes departments, research institute, etc.
2. ***Announcement of an open international competition.*** Once a year (in spring), an open competition to fill positions is announced on the main websites (www.lsu.lt; www.lmt.lt) and international portals, such as <https://euraxess.ec.europa.eu/jobs>.
3. ***Document submission.*** All persons wishing to take part in the competition are required to submit the specified documents in person or by the indicated e-mail.
4. ***Evaluation of eligibility of the candidates.*** After the closing date for document submission, the documents of the candidates participating in the competition are transmitted to the LSU Teaching and Research Staff Recruitment Commission, which evaluates the eligibility of each applicant in accordance with the qualification requirements approved by the Senate. The candidates to fill positions are informed about the evaluation. If the candidate fails to meet the requirements, she/ he is not admitted to any further stages of the competition.
5. ***Interview with the candidate.*** If the candidate meets the requirements to fill the position, the date and time of the meeting are announced in agreement with the candidate. If the candidate is unable to attend the interview, an option for a distant interview is introduced.
6. ***Adoption of the decision.*** After the Commission has made a decision, the candidate is informed by e-mail provided by the candidate.
7. ***Appeals.*** A candidate who does not agree with the decision of the LSU Teaching and Research Staff Recruitment Commission may lodge an appeal to the LSU Senate with 5 business days.