



UNIVERSITY
OF WARSAW

Faculty of Psychology



Dean of the Faculty of Psychology, University of Warsaw, invites applications for a position of
assistant lecturer
(full teaching position)

We are searching for a teacher who likes being in contact with students and who is interested in enhancing didactic processes, especially in the context of online courses.

Candidates need to have:

- at least master's diploma in psychology or in a related field,
- at least 5 years of documented experience in teaching courses in psychology at a higher education institution,
- documented experience in teaching in Polish and in English,
- documented very good teaching skills,
- documented experience in organizing didactic processes and/or enhancing teaching quality within higher education, especially in the context of online courses (a must),
- fulfilled requirements listed in the par. 113 of the national higher education and science act, dated 20 July 2018 (Dz. U. z 2020 r. position 85 with amendments).

The hired person will be obliged to (among others):

- teach courses in Polish and English,
- gain knowledge on teaching quality (this pertains to both teaching and organization of teaching), especially in the context of online courses,
- be involved in faculty organizational matters, especially in the context of online courses.

We offer:

- employment at the best Faculty of Psychology in Poland (A+ category, accreditation from the Polish Accreditation Committee, winner of the Perspektywy ranking),
- working in a dynamic scientific environment,
- support in developing teaching skills.

Planned beginning of employment: October 2020

Candidates are asked to submit the below documents till **1 September 2020, 12:00** by email (all documents in one PDF file) to dean@psych.uw.edu.pl or, in case electronic versions are not possible, to room 77 (Faculty of Psychology UW, ul. Stawki 5/7, 00-183 Warsaw, Poland):

1. Application letter informing that the candidate is ready to participate in the recruitment procedure,

2. A filled in form for candidates for employees at the Faculty of Psychology UW (available in the announcement about this job offer on the website www.psych.uw.edu.pl, section “oferty pracy i zamówienia”),
3. A copy of the master’s diploma,
4. Documents confirming 5 years of teaching experience at a higher education institution,
5. Documents confirming experience in teaching in Polish and in English,
6. Documents confirming very good teaching skills (eg. course evaluations),
7. Documents confirming experience in organizing didactic processes and/or enhancing teaching quality within higher education – especially in the context of online courses,
8. CV,
9. Teaching plans at the Faculty of Psychology in case of employment,
10. 1 recommendation letter together with contact details to the recommending person,
11. Forms available on the website of the Office of Human Resources (<http://bsp.adm.uw.edu.pl/bsp/druki-i-formularze/> - For the person applying for employment)
 - a. Personal questionnaire for the person applying for employment,
 - b. Clause on personal data processing (apart from that, please add your consent for processing your personal data in your application letter),
 - c. Statement on primary place of employment,
12. A statement confirming that the candidate read and approves the principles of contests for positions of academic teachers (available on the website of the Faculty of Psychology), the statement form is attached to this call.

Till the 8th of September 2020 candidates will be informed about being invited (or not) to the next stage of recruitment - qualification interviews. Additionally, invited candidates may be asked to give a (maximum) 1-hour lecture on a topic chosen by the candidate from the field related to this competition of applications (psychology). The lecture will be open to all members of the community of the Faculty of Psychology. The exact date of the interview will be discussed by email. Interviews (and possibly lectures) will take place from 9 till 15 September 2020. Candidates will receive information about the result of recruitment procedures till 25 September 2020. Candidates will be informed both about the invitation to the interview and about the result by email (to the address they included in the application documents). The Faculty of Psychology UW does not reimburse hotel/trip costs.

The competition of applications is the first stage of the procedure of recruitment for positions of academic teachers set out in the Statute, and its positive result provides a basis for further activities.

With accordance to the information on personal data processing, please attach an appropriate clause/consent to your application letter, eg.: “I hereby consent to have my personal data, included in this application, processed by the University of Warsaw with its registered office at ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa for the purpose of carrying out a recruitment process and selecting an employee and concluding a contract for employment at the University of Warsaw. I have been informed of my rights and duties. I understand that provision of my personal data is voluntary.”

.....
name and surname

STATEMENT

I confirm that I read and approve of the principles of contests for positions of academic teachers at the University of Warsaw, included in the Ordinance No 106 of the Rector UW of 27 September 2019 on setting out detailed rules and the procedure of conducting contests for positions of academic teachers at the University of Warsaw.

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date and signature