

ORDER NO. 4/2024

OF THE RECTOR OF THE UNIVERSITY OF SZCZECIN

of 21 May 2024

on announcing the competition for posts of deans of faculties  
at the University of Szczecin and director of the University of Szczecin Doctoral School  
for the term of office starting on 1 September 2024.

Pursuant to Article 23(2)(6) of the Act of 20 July 2018 Law on higher education and science - Dz. U. (Journal of Laws) of 2023 item 742 as amended (hereinafter referred to as Law) and §3(1) of Annex 7 of the Statute of the University of Szczecin which is an annex to Resolution no. 58/2019 of the Senate of the University of Szczecin of 30 May 2019 on adopting the Statute of the University of Szczecin (hereinafter referred to as Statute) it is agreed as follows:

**§ 1.**

1. The Rector hereby announces a competition for the post of dean for the term of office starting on 1 September 2024 in the following organizational units – faculties of the University of Szczecin:
  - 1) Faculty of Physical, Mathematical and Environmental Sciences;
  - 2) Faculty of Humanities;
  - 3) Faculty of Social Sciences;
  - 4) Faculty of Economics, Finance and Management;
  - 5) Faculty of Theology;
  - 6) Faculty of Law and Administration;
  - 7) Faculty of Health and Physical Education.
2. The Rector hereby announces a competition for the post of director of the University of Szczecin Doctoral School for the term of office starting on 1 September 2024.
3. Persons interested in taking the post stipulated in subsections 1-2 may submit their application only in a competition for one of the posts listed in subsections 1(1-7) or subsection 2.
4. The posts in the competition shall be assumed on 1 September 2024, as a rule for the term of office spanning the 2024/2025 – 2027/2028 academic years save for provisions of § 90(2) of the Statute.

**§ 2.**

1. The competition application should include the candidate's particulars and address for correspondence; it is recommended that candidates file a request for having documents served on them electronically and provide their email address.

2. The closing date for submitting applications in the competition for the post of dean of a particular faculty or in the competition for the post of director in the University of Szczecin Doctoral School along with the required documents shall be 2 July 2024.
3. Submissions must be made in person or by post to the following address - Uniwersytet Szczeciński, Biuro Rektora, al. Papieża Jana Pawła II 22a, 70- 453 Szczecin. Documents submitted in paper form must also be sent electronically to: [rektorat@usz.edu.pl](mailto:rektorat@usz.edu.pl). Submissions may also be made electronically to [rektorat@usz.edu.pl](mailto:rektorat@usz.edu.pl); in this case documents must be authenticated with an electronic or trusted signature.
4. The meeting of the closing date for applications shall be determined by:
  - 1) the date confirming receipt of the application made in person or
  - 2) the date on the postal stamp if the application is submitted via a postal operator or
  - 3) the date of sending a message through email.

### § 3.

The competition committee shall select in each competition procedure the successful candidate on the basis of an evaluation referring to:

- 1) candidate's motivation to take up a given function specified in the application,
- 2) the quality and rationality of the proposed development strategy for the faculty or University of Szczecin Doctoral School, in particular in the context of implementation of the strategy of the University of Szczecin;
- 3) the applicant's experience and accomplishments in their holding of organizational posts in higher education and science organizational units;
- 4) the applicant's research or teaching achievements;
- 5) other important achievements of the applicant presented as part of the competition application, which are important for holding this post.

### § 4.

Candidates for the post of a faculty dean must meet jointly the following requirements:

- 1) requirements resulting from Article 20(1) of the Law,
- 2) having at least five years of experience in the position of an academic teacher employed either in a research and teaching staff group or teaching staff group,
- 3) holding an academic degree or an academic title.

### § 5.

Candidates for the post of director of the University of Szczecin Doctoral School must meet jointly the following requirements:

- 1) requirements resulting from Article 20(1) of the Law,
- 2) having at least five years of experience in the post of an academic teacher employed either in a research and teaching staff group or teaching staff group or in the post of a research fellow at an institute of the Polish Academy of Sciences or another state research institute,
- 3) holding an academic degree or an academic title.

## **§ 6.**

1. Applicants for the post of a faculty dean must submit the following documents in the competition procedure:
  - 1) an application form along with a statement of purpose;
  - 2) a proposal for a strategy of development of the faculty along with a concept of holding the function of the dean;
  - 3) a declaration about meeting the requirements specified in Article 20(1) of the Law;
  - 4) a declaration about meeting the requirements on work experience specified in the order, pursuant to the provisions of §87 of the Statute and §6(2) of Annex 7 to the Statute;
  - 5) CV and questionnaire;
  - 6) certified copies of documents evidencing the conferment of the academic degree or academic title; for documents in a language other than Polish, also a certified translation of the document into Polish;
  - 7) information about applicant's research or teaching achievements;
  - 8) information on organizational posts the candidate has held in higher education and science units;
  - 9) a declaration about the form of employment at the University of Szczecin after being selected as the successful applicant in the competition and appointment to the position the competition relates to;
  - 10) for persons not currently employed at the University of Szczecin – a request for employment.
2. Candidates for the post of dean of the Faculty of Theology shall attach to the application a positive opinion from church authorities competent under separate provisions.
3. Candidates may also attach other documents to the application and provide other information which in their opinion may be useful in deciding the competition.

## **§ 7.**

1. Candidates are obliged to file a request at scientific boards of institutes cooperating with the faculty for the position of whose dean they are applying that they draw up an opinion on them and to file an initiating application at them no later than 4 June 2024, sending those applications to competent heads of scientific boards of institutes.
2. Applications may be submitted electronically and must include the first and second name of the candidate and copies of documents referred to in §6(1)(1) and (2) of this order and for candidates not employed at the University of Szczecin also in §6(1)(5) of this order.
3. The head of the scientific board shall submit the opinion to the competition committee.

## **§ 8.**

1. Applicants for the post of director of the University of Szczecin Doctoral School must submit the following documents in the competition procedure:
  - 1) an application form along with a statement of purpose;

- 2) a proposal for a strategy of development of the University of Szczecin Doctoral School along with a concept for holding the post of the director of the University of Szczecin Doctoral School;
  - 3) a declaration about meeting the requirements specified in Article 20(1) of the Law;
  - 4) a declaration about meeting the requirements on work experience specified in the order, pursuant to the provisions of §98 of the Statute and §6(1) of Annex 7 to the Statute;
  - 5) CV and questionnaire;
  - 6) certified copies of documents evidencing the conferment of the academic degree or academic title; for documents in a language other than Polish, also a certified translation of the document into Polish;
  - 7) information about applicant's research or teaching achievements, including the list of scholarly publications;
  - 8) information of scholarly grants implemented so far;
  - 9) information on organizational posts the candidate has held in higher education and science units;
  - 10) a declaration about the form of employment at the University of Szczecin after being selected as the successful applicant in the competition and appointment to the position the competition relates to;
  - 11) for persons not currently employed at the University of Szczecin – a request for employment.
2. Candidates may also attach other documents to the application and provide other information which in their opinion may be useful in deciding the competition.

#### § 9.

This order shall be publically announced pursuant to requirements laid down in Article 119(3) and (4) of the Law.

#### § 10.

The detailed mode and rules of conducting the competition procedure are specified in Ordinance 101/2024 of the Rector of the University of Szczecin of 21 May 2024 on establishing the mode of holding competitions for taking up posts of deans at the University of Szczecin and of director of the University of Szczecin Doctoral School for the term of office commencing on 1 September 2024, on documenting their course and on specimen of documents applied in the competition procedure.

#### § 11.

The Order shall become effective on the date of its adoption.

REKTOR  
  
prof. dr hab. Waldemar Jarczyński