**Job advertisement template Professor/Associate Professor**

We are looking for.../The Department of xxx has a vacancy for a (tekst i jobbnorge)

**Jobtitle in [area] (overskrift i Jobbnorge)**

**About the job**

(Her er din første mulighet til å selge inn stillingen. Hvordan er det å jobbe for oss? Trekk gjerne frem det som er attraktivt for målgruppen, og kun dette. Hold det så kort og konsist som mulig, da dette øker antallet som søker. Ved ønske om å utbrodere kan relevante lenker benyttes.)

Your immediate leader is [kun stillingstittel]

**Duties of the position**

* duties of the position
* duties of the position

**Required qualifications**

(select the category of the position being advertised, removing those that do not apply)

Professor:

You must have the qualifications required for the position of professor in the field of [XXXXX], as outlined in § 1-2 of the [regulations concerning appointment and promotion to teaching and research posts](https://lovdata.no/forskrift/2006-02-09-129/%C2%A71-2)

* Your scientific experience must be primarily in the field of [subject XX] (or a comparable relevant field)
* Relevant fields include […. ].
* Other requirements
* Other requirements
* (Check with your Faculty to see if there are other Faculty specific requirements)
* In addition to the requirements for basic educational competence, you must also document:
* The development of the quality of your own teaching and supervision of students over time
* Broad experience as a supervisor, preferably at a master’s/PhD level
* Participation in improving the quality of education in a professional environment

Associate professor:

You must have the qualifications required for the position of associate professor in the field of [XXXXX],, as outlined in the [regulations concerning appointment and promotion to teaching and research posts](https://lovdata.no/forskrift/2006-02-09-129/%C2%A71-2)

* Your PhD, or comparable academic work, must be within the field of [subject XX] (or a comparable relevant field)

Relevant academic fields include […. ].

If you can document that the PhD thesis has been submitted, your application can be assessed even if you have not yet defended your dissertation. Documentation of the obtained doctoral degree must be presented before you can take up the position.  (tas bort dersom dette ikke er aktuelt )

* Other requirements
* (Check with your Faculty to see if there are other Faculty specific requirements)

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Applicable to all:

You must document relevant basic competence in teaching and supervision at a university/higher education-level, as referenced in the Norwegian national [Regulations](https://lovdata.no/dokument/SF/forskrift/2006-02-09-129). If this cannot be documented, you will be required to complete an approved course in university pedagogy within two years of commencement. NTNU offers qualifying courses.

New employees who do not speak a Scandinavian language by appointment is required, within three years, to demonstrate skills in Norwegian or another Scandinavian language equivalent to level three of the [course for Norwegian for speakers of other languages](https://www.ntnu.no/norskkurs) at the Department of Language and Literature at NTNU.

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(To be used when the position is advertised alternatively with a qualification scholarship):  
[The position will be advertised alternately as a qualification scholarship for a period of 3 years, in accordance with the Act relating to universities and university colleges, § 6-5.](https://lovdata.no/dokument/NL/lov/2005-04-01-15/KAPITTEL_1-6)

**Preferred qualifications:**

* teaching experience from higher education (NB – delete this if it not applicable)
* example

**Personal qualities**

(Insert 3-5 personal qualities. See the experience descriptions in item 1.1.2 of the process outline.)

* example
* example

Emphasis will be placed on personal and interpersonal qualities.

**We offer:**

* exciting and challenging tasks in a dynamic and international academic environment
* an open and inclusive working environment, with enthusiastic colleagues
* favourable terms in the [Norwegian Public Service Pension Fund](https://www.spk.no/en/)
* [employee benefits](https://www.ntnu.edu/positions/employee-benefits)

**Salary and conditions**

As a Associate Professor / Professor (code 1011 /1013 ) you are normally paid from gross NOK – NOK per annum before tax, depending on qualifications and seniority. As required by law, 2% of this salary will be deducted and paid into the Norwegian Public Service Pension Fund.

The engagement is to be made in accordance with the regulations in force concerning [State Employees and Civil Servants](https://lovdata.no/dokument/NL/lov/2017-06-16-67?q=lov%20om%20statens%20ansatt), and the acts relating to Control of the Export of Strategic Goods, Services and Technology. Candidates who by assessment of the application and attachment are seen to conflict with the criteria in the latter law will be prohibited from recruitment to NTNU.

After the appointment you must assume that there may be changes in the area of work.

It is a prerequisite you can be present at and accessible to the institution on a daily basis.

**About the application**

Your application and supporting documentation must be in English. (NB – delete if not applicable)

Publications and other scientific work must follow the application. Please note that your application will be considered based solely on information submitted by the application deadline. You must therefore ensure that your application clearly demonstrates how your skills and experience fulfil the criteria specified above.

If, for any reason, you have taken a career break or have had an atypical career and wish to disclose this in your application, the selection committee will take this into account, recognizing that the quantity of your research may be reduced as a result.

Your application must include (pay attention to what must be included here – remove anything that does not apply):

* CV, diplomas, and certificates
* A teaching portfolio, in which your teaching competence is compiled and presented systematically, (See guidelines for applicants: [Documentation of teaching qualifications in applications and appointments to academic positions at NTNU)](https://www.ntnu.edu/positions/pedagogical-qualifications)
* Academic works – published or unpublished – that you wish to be considered during assessment of your application (up to XX items)
* A description of the scientific/artistic works you consider most relevant, which you particularly wish to be factored into the assessment
* A list of your previous works, with details on where they have been published
* A research plan
* Details of projects for which you have served as project manager, including information on financing, duration, and scope
* Names and contact information for three relevant referees

You are encouraged to use the [Universities Norway’s NOR-CAM toolbox](https://www.uhr.no/en/news-from-uhr/nor-cam-a-toolbox-for-recognition-and-rewards-in-academic-careers.5780.aspx) as a guide for documentation of your competence.

Joint work will also be considered. If it is difficult to identify your specific input to a joint project, you must include evidence of your contributions.

In the evaluation of which candidate is best qualified, emphasis will be placed on education, experience and personal and interpersonal qualities. Motivation, ambitions, and potential will also count in the assessment of the candidates. Our assessment of the pedagogical skills will be based on documented pedagogical material, forms of presentation in your academic works, teaching experience, PhD, and Masters supervision, and any other relevant pedagogical background. Both quality and scope will be taken into consideration, and an open scientific practice will be recognized.

NTNU is obliged by the evaluation criteria for research quality in accordance with [The San Fransisco Declaration on Research Assessment – DORA](https://ascb.org/wp-content/uploads/2017/07/sfdora.pdf) and The obligations in the [Coalition for Advancing Research Assessment ( CoARA)](https://coara.eu/) on responsible assessment of research and recognition of a  wider range of academic contributions to science and society. This means that we will pay particular attention to the quality and academic range demonstrated by your scientific work to date. We will also pay attention to research leadership and participation in research projects. Your scientific work from the last five years will be given the most weight.

Your application will be considered by an expert committee. Candidates of interest will be invited to an interview, and to deliver a trial teaching session.

**General information**

NTNU believes that inclusion and diversity is a strength. We want our faculty and staff to reflect Norway’s culturally diverse population and we continuously seek to hire the best minds. This enables NTNU to increase productivity and innovation, improve decision making processes, raise employee satisfaction, compete academically with global top-ranking institutions and carry out our social responsibilities within education and research. NTNU emphasizes accessibility and encourages qualified candidates to apply regardless of gender identity, ability status, periods of unemployment or ethnic and cultural background.

NTNU is working actively to increase the number of women employed in scientific positions and has a number of [resources](https://www.ntnu.no/likestilling" \t "_blank) to promote equality. (tas bort hvis ikke aktuelt)

Information on Trondheim/Gjøvik or Ålesund will be added.

As an employee at NTNU, you must continually maintain and improve your professional development and be flexible regarding any organizational changes.

A public list of applicants with name, age, job title and municipality of residence is prepared after the application deadline. If you want to reserve yourself from entry on the public applicant list, this must be justified. Assessment will be made in accordance with [current legislation](https://lovdata.no/lov/2006-05-19-16/%C2%A725). You will be notified if the reservation is not accepted.

For the sake of transparency, candidates will be given the expert evaluation of their own and other candidates. As an applicant you are considered part of the process and is stipulated to rules of confidentiality.

If you have any questions regarding the position, please contact XXX, tel. XXX, e-mail XXX.

If you have questions regarding the recruitment process, please contact XXX, e-mail XXX

If you think this looks interesting and in line with your qualifications, please submit your application electronically via jobbnorge.no with your CV, diplomas and certificates attached. Applications submitted elsewhere will not be considered. Upon request, you must be able to obtain certified copies of your documentation.

**Application deadline: xx.xx.20xx**

**NTNU – Knowledge for a better world**

The Norwegian University of Science and Technology (NTNU) creates knowledge for a better world and solutions that can change everyday life.

**Department of xxx**

(Merge with pre-defined information on the institute in Jobbnorge)