



UNIVERSITY  
OF WARSAW



## CALL FOR CANDIDATES

The Director of the Centre of Migration Research (OBM) has announced a competition for the position of **assistant professor** under the "Excellence Initiative – Research University" (IDUB) Programme.

Ref no	UW/IDUB/2023/03
Position	assistant professor (adjunct)
Job type	research
Scientific discipline	economics and finance, social communication and media sciences, socio-economic geography and spatial economy, management and quality sciences, psychology, political and administrative sciences, sociological sciences
Key words	post-doc, social sciences, IDUB programme, Centre of Excellence in Social Sciences
Type of employment	fixed-term employment contract
Working pattern / Hours	full-time
Number of job offers	4
Remuneration	up to 9,000 PLN gross per month
Planned starting date	September 2023 or as soon as possible – to be arranged with the selected candidate
Minimum employment period	12 months, extendable by another 12 months, subject to a successful evaluation. The extension for another 12 months is dependent upon the extension of financing for the Action, after 2023.
Organisational unit at UW	The Centre of Migration Research (OBM)
IDUB Action title	I.3.3. "Establishing a Centre of Excellence in Social Sciences (CESS)"
Description of the Programme and Activities	'Excellence Initiative - Research University' (IDUB) is a programme of the minister responsible for higher education and science, which gives the University of Warsaw opportunities to raise the level of quality of its research activities and education, thereby increasing the international prestige of the University.  The recruited person will perform duties in Action I.3.3. "Establishing a Centre of Excellence in Social Sciences"

ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa  
IDUB office address:  
ul. Dobra 56/66, room 2.68, 00-312 Warszawa  
phone: +48 22 55 24 243 to 247  
email: idub@uw.edu.pl  
inicjatywadoskonalosci.uw.edu.pl

	<p>(CESS)" As part of the Action, a Centre of Excellence in Social Sciences has been created. The objective of CESS is to coordinate interdisciplinary research activities in the field of the social sciences, which are being carried out at the University of Warsaw.</p> <p>More information about CESS: <a href="https://cess.idub.uw.edu.pl/">https://cess.idub.uw.edu.pl/</a></p>
<p>Terms of reference - responsibilities</p>	<ol style="list-style-type: none"> <li>1. conducting research works in the scope consistent with the thematic areas of POB V of the IDUB Programme, in particular the following: various dimensions of inequality, mobility and migration, demographic changes, social change, political changes, attitudes, their determinants and consequences, digital revolution and its effects, mediatization of worlds, and systemic risks (<a href="https://inicjatywadoskonalosci.uw.edu.pl/dzialania/pob/pob5/">https://inicjatywadoskonalosci.uw.edu.pl/dzialania/pob/pob5/</a>);</li> <li>2. dissemination of the results of the conducted research, including those in the form of scientific publications in leading journals (belonging to the top quartile, 25% of the titles of the most-cited journals in the world) indexed in Scopus);</li> <li>3. presentation of research results at international conferences and academic meetings;</li> <li>4. preparation and submission of grant applications with external financing to the University of Warsaw, devoted to research related to the thematic areas of POB V;</li> <li>5. active participation in international cooperation;</li> <li>6. creating journalistic texts to distribute the results of conducted research;</li> <li>7. the scope of duties does not include teaching pensusum (for one's optional – but not required – involvement in didactics and supervision of students or doctoral candidates).</li> </ol>
<p>Candidate profile, requirements, qualifications</p>	<p>Requirements:</p> <ul style="list-style-type: none"> <li>● a doctoral degree in social sciences (or from outside the social sciences, insofar as it is related to the thematic scope of the competition);</li> <li>● presenting an idea for a research project within the range of topics consistent with the thematic areas of POB V;</li> <li>● having scientific achievements documented by publications in reputable scientific journals;</li> <li>● fluency in written and spoken English;</li> </ul>

	<ul style="list-style-type: none"> <li>meeting the conditions set out in Art. 113 of the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2022, item 574 as amended) and the Statute of the University of Warsaw (Resolution No. 443 of the Senate of the University of Warsaw, from 26 June 2019, Monitor item 190).</li> </ul> <p>Additional assets:</p> <ul style="list-style-type: none"> <li>experience in obtaining funding for research projects;</li> <li>experience with international cooperation.</li> </ul>
Required documents	<p>Obligatory:</p> <ul style="list-style-type: none"> <li>a CV detailing the candidate's education and experience, with a list of the most important publications and an overview of previous activities and academic achievements (e.g., visits to conferences, courses, awards);</li> <li>a cover letter presenting the candidate's profile, in accordance with the requirements stated in the announcement and the motivation to apply for the offered job,</li> <li>two examples of research work (e.g., articles in a journal, doctoral dissertation),</li> <li>a short description of the idea for the research within the range of topics consistent with the thematic areas of POB V (up to 9000 characters with spaces);</li> <li>a scan of a document confirming the receipt of a doctoral degree;</li> <li>a statement in which the candidate signs a confirmation of having read and accepted the rules of conducting competitions, as set out in Ordinance No. 106 of the Rector of the University of Warsaw from 27 September 2019, on specifying the detailed rules and procedures for conducting a competition for the position of an academic teacher at the University of Warsaw<sup>1</sup>,</li> <li>a signed declaration (scan) of consent to the processing of personal data, attached to this announcement;</li> <li>a signed and completed questionnaire for the applicant for employment<sup>2</sup>.</li> </ul> <p>Optional:</p> <ul style="list-style-type: none"> <li>a list of people who could be consulted as references for the candidate (reference lists are not required),</li> </ul>

<sup>1</sup> <https://monitor.uw.edu.pl/Lists/Uchway/Uchwa%C5%82a.aspx?ID=5592>

<sup>2</sup> [https://bsp.adm.uw.edu.pl/wp-content/uploads/sites/18/2020/07/Kwquestionariusz-osobowy\\_kandydat\\_11\\_2019.docx](https://bsp.adm.uw.edu.pl/wp-content/uploads/sites/18/2020/07/Kwquestionariusz-osobowy_kandydat_11_2019.docx)

	<ul style="list-style-type: none"> <li>• a link to your Google Scholar, ORCID, and / or GitHub profile.</li> </ul>
We offer	<ul style="list-style-type: none"> <li>• participation in the creation and development of the Centre of Excellence in Social Sciences;</li> <li>• the opportunity to carry out your own research projects;</li> <li>• organisational and substantive support in applying for external financing of research projects;</li> <li>• work in a dynamic research environment at one of the best universities in Central and Eastern Europe, with developed international cooperation;</li> <li>• access to infrastructure (office space, library, IT resources, sports infrastructure);</li> <li>• a budget for conducting your own research, including business trips, scientific and research equipment, data, literature, and participation in conferences and trainings;</li> <li>• access to a wide range of training courses for academic teachers;</li> <li>• support in establishing international cooperation.</li> </ul>
Form of submitting applications	by email to <a href="mailto:cess@uw.edu.pl">cess@uw.edu.pl</a> with the title "UW/IDUB/2023/03"
Recruitment procedure	<p>The competition is the first stage of the recruitment procedure for the position of an academic teacher, as specified in the Statute of the University of Warsaw, and its positive outcome is the basis for further proceedings.</p> <p>The selection committee reserves the right to perform a preliminary evaluation of applications prior to the full evaluation of applicants.</p> <p>After the initial analysis of the submitted applications, selected candidates will be contacted for the subsequent stages of the recruitment procedure.</p> <p>The University of Warsaw reserves the right to close the competition without stating the reason.</p>
Questions	Please direct your questions to Adam Suwiński at <a href="mailto:a.suwinski@uw.edu.pl">a.suwinski@uw.edu.pl</a>
Deadline for submitting applications	20 May 2023 at 12:00 CET.
The deadline for announcing the results of the competition	June 2023

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Form of notifying candidates  
about the results of the  
competition

by email

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.....  
name and surname

## Information regarding the processing of personal data

### Administrator

The administrator of the data which is processed as part of the recruitment process is the University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa.

Contact with the data administrator:

- by mail: University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa (please indicate the organisational unit to which the correspondence is addressed);
- by phone: **22 55 20 355**.

### Data Protection Officer (DPO)

The administrator has a designated Data Protection Officer, whom you may contact via email at: [iod@adm.uw.edu.pl](mailto:iod@adm.uw.edu.pl) You may contact the DPO about all matters relating to the processing of your personal data by the University of Warsaw and in order to exercise your rights in relation to the processing of personal data.

The DPO, however, does not perform other functions, such as carrying out recruitment for employment, accepting documents as part of recruitment processes, or providing information on recruitment for work.

### Objectives and legal basis for data processing

Personal data of job candidates will be processed only for recruitment purposes.

Your personal data, in the scope indicated in the provisions of the labor<sup>3</sup> code (*name(s) and surname, date of birth, contact details provided by you, education, professional qualifications, course of previous employment*), will be processed in order to conduct current recruitment procedures<sup>4</sup>, while other data<sup>5</sup> may be processed on the basis of your consent, which may take the following wording:

*I consent to the processing of my personal data contained in (e.g., CV, cover letter and other attached documents) by the University of Warsaw for the purpose of participating in the recruitment process.*

If the documents contain the data referred to in Art. 9 section 1 of the GDPR (special categories of personal data), you will need to consent to their processing<sup>6</sup>, which may take the following wording:

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<sup>3</sup> Art. 22<sup>1</sup> Act from 26 June 1974 - Labour Code ( Journal of Laws 2019 item1040, with further amendments)

<sup>4</sup> Art. 6 section 1 b of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals (natural persons) with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46/EC (general resolution on data protection) (Journal of Laws of the EU, L 119 from 04.05.2016, page 1, as amended) (hereinafter GDPR).

<sup>5</sup> Art. 6 section 1 (a) of the GDPR.

<sup>6</sup> Art. 9 section 2 (a) of the GDPR.

*I consent to the processing of special categories of data, as referred to in Art. 9 section 1 of the GDPR included in (e.g., CV, cover letter and other attached documents) by the University of Warsaw for the purpose of participating in the recruitment process.*

The University of Warsaw will also process your personal data in subsequent recruitment of employees, if you give your consent<sup>7</sup>, which may be as follows:

*I consent to the processing of my personal data for the purpose of using it in subsequent recruitment conducted by the University of Warsaw for the next 9 months.*

At any time, you may withdraw your consent to any of the above uses of your personal data, by sending an email to the following address: [cess@uw.edu.pl](mailto:cess@uw.edu.pl)

At the same time, we would like to remind you that the withdrawal of your consent does not affect the lawfulness of the processing which was carried out on the basis of your consent before its withdrawal.<sup>8</sup>

### **Data retention period**

Your personal data collected in the recruitment process will be stored for up to 5 years from the planned end of the IDUB Program, i.e., until 31/12/2031.

If you consent to the use of personal data for the purposes of future recruitment, your data will be used for this purpose for a period of 9 months from the end of the recruitment.

### **Data recipients**

Access to your personal data will be granted to authorised employees of the administrator, who must process personal data as part of their duties and official tasks.

### **Data transfer outside the European Economic Area (EEA)**

Your personal data shall be disclosed to subjects authorised by law. Sign-in is through Google Forms. Your personal data may be also processed by the provider of the G-Suite services for education by the Google Corporation in their data processing centres.<sup>9</sup>

### **Rights of data subjects**

Under the terms of the GDPR, you are entitled to:

- to access your data and to receive copies thereof;
- to correct (rectify) personal data;
- to limit the processing of personal data;
- to remove personal data, subject to the provisions of Art. 17 section 3 of the GDPR;
- to file a claim with the President of the Office for Personal Data Protection, if you believe data processing is in violation of the law.

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<sup>7</sup> Art. 6 section 1 (a) of the GDPR.

<sup>8</sup> Art. 7 section 3 of the GDPR.

<sup>9</sup> <https://www.google.com/about/datacenters/inside/locations/index.html>

**Information on the requirement to provide data**

Providing your personal data to the extent resulting from legal provisions is necessary in order to participate in the recruitment procedure. The provision of personal data is voluntary.

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(place and date)(candidate's signature)