



CALL FOR APPLICATIONS FOR ASSISTANT LECTURER POSITIONS UNDER THE SERRA HÚNTER PROGRAMME

1. General regulations

1.1. This call for applications marks the second stage in the selection of contract teaching and research staff under the Serra Húnter Plan and is carried out in compliance with the agreement of the Catalan Government of 16 May 2017 approving the execution of the Serra Húnter Plan for the period 2016-2020 and the corresponding collaboration agreements and contracts.

1.2. This call for applications shall be governed in its entirety by the provisions made in Organic Law 6/2001, of 21 December; Law 1/2003 of 19 February, on the universities of Catalonia; the Statutes of the University of Barcelona; any other applicable legislation; any applicable specific agreements, and in particular the collaboration agreement signed on 1 August 2017 between the Government of Catalonia, through the Catalan Ministry of Economy and Knowledge, and the public universities of Catalonia on the execution of the Serra Húnter Plan for the recruitment of contracted teaching staff over the period 2016-2020 and the designation of positions offered in 2016 and 2017.

1.3. Contracts formalized with successful candidates shall be for temporary full-time contract positions.

1.4 For the exclusive purpose of this call for applications, neither the month of August nor those periods of inactivity announced by the Office of the General Manager are included in any calculation of periods of working days.

1.5 The University may, at any time, amend any factual or numerical errors identified in the procedure or reported by third parties.

1.6 Publication in the DOGC – or, if stated in the call for applications, notification via the UB's E-Office – shall be considered sufficient notification of interested parties, in accordance with articles 45 and 46 of Law 39/2015, of 1 October, on common administrative procedure in public administrations. Additional notification may be given at <http://www.ub.edu/comint/pdi/concursos/temporal.htm>, or on other UB noticeboards.

2. Requirements

This call for applications is open to candidates of any nationality. In order to be admitted, candidates must meet the following requirements by the time the period for applications closes:

2.1 General requirements:

- a) Candidates must not have been disqualified in a disciplinary ruling from the exercise of public or constitutional functions or be permanently or temporarily barred through a legal ruling from the exercise of public function, civil service employment or, in the case of university-contracted staff, the exercise of functions similar to those corresponding to the position from which they have been barred. Non-Spanish nationals must not have been barred or otherwise removed from the exercise of public functions in their country of origin or disqualified in a disciplinary ruling or equivalent procedure from accessing positions of public function. This must be confirmed in a sworn statement submitted with the application.



- b) Candidates must not be subject to legal grounds for incapacity, according to current legislation.
- c) Candidates must not suffer from any disease or physical/mental limitation that prevents them from undertaking the activities corresponding to the positions offered.
- e) Non-EU nationals and candidates who do not fall within the scope of international treaties operated by the European Union and ratified by Spain must hold a valid work and residency permit by the time the corresponding contracts are due to be signed. Certificates submitted by candidates that have not been issued by Spanish education authorities must have been officially recognized as equivalent to those issued in Spain or recognized by Spanish authorities, according to current regulations.

2.2 Specific requirements:

- a) Candidates must hold a doctoral degree.

If, when the contract is signed, the winning candidate holds a doctoral degree issued by a university outside Spain, the qualification must have been duly homologated or recognized as equivalent to the corresponding official Spanish doctoral degree, in accordance with the applicable legislation.

- b) Candidates must have received the positive assessment report issued by the Catalan University Quality Assurance Agency (AQU) for access to the position of assistant lecturer or the report issued by the National Agency for Quality Assessment and Accreditation (ANECA) for access to the position of assistant lecturer. This requirement is satisfied if candidates have previously held the position of or accreditation of the requirements for the position of full university professor or tenured university lecturer.
- c) Candidates must provide evidence of Catalan language skills (spoken and written) skills, in accordance with the provisions in current legislation.

Candidates who cannot provide official certification of the required level of Catalan language competence will be given the opportunity to obtain certification within the application period by special arrangement with the University of Barcelona Language Services.

In exceptional circumstances, candidates who cannot submit with their application an official certificate pertaining to their level of Catalan language competence, and candidates from outside Spain who cannot provide official certification of their level of Spanish, may request exemption from this requirement, on the basis of the strength of their curriculum vitae. Acting with the authorization of the Rector, the Vice-Rector for Teaching and Research Staff will make a ruling on such requests on the basis of a statutory report issued by the University of Barcelona's Science Policy Committee. If the request for exemption is accepted, the provisions established in Article 5.3 of the UB Regulations on language use will apply.

3. Applications

3.1 Applications must be addressed to the Rector of the University of Barcelona, using the form available on the University of Barcelona website at <http://www.ub.edu/comint/pdi/concursos/permanent.htm>, and submitted to any of the general registry

offices at the corresponding faculty or school and to the Academic Staff unit of the Area for Human Resources.

Applications must be presented within twenty working days from the day after publication of this call for applications in the Official Bulletin of the Government of Catalonia (DOGC). They must be submitted to the General Registry Office, Pavelló Rosa, Recinte de la Maternitat (Travessera de les Corts, 131-159, 08028 Barcelona) or to the other general registry offices included in the document "List and opening hours of the University of Barcelona's General Registry offices" on the following web page: <http://www.ub.edu/registre/ca/horari.html>.

Applications may also be submitted by any of the means established in Law 39/2015, of 1 October, on common administrative procedure in public administrations, and via Spanish diplomatic missions or consular offices in countries other than Spain.

3.2 Full information and the application form can be found via the University of Barcelona's E-Office and on the UB website: <http://www.ub.edu/comint/pdi/concursos/permanent.htm>.

3.3 Together with the application form, candidates should submit:

- a. Photocopy of DNI/passport or NIE/identity card.
- b. Photocopy of the doctoral degree certificate, or confirmation of the request for its issue.
- c. Photocopy of the positive assessment report issued by the Catalan University Quality Assurance Agency (AQU), under the terms of Article 49 of the Catalan University Act, or any equivalent accreditation provided for in law.

Candidates who fail to submit the required documents by the state deadline will be excluded from the selection process, notwithstanding the special provisions made in chapter 3.5.

3.4 The Selection Committee will assess each candidate on the basis of the merits presented in their applications. Before the application period closes, candidates should also submit the following documents to personal.academic.concursos@ub.edu :

- a. Full curriculum vitae, in standard format.
- b. A list of the candidate's five most significant academic achievements (articles, books, patents, etc.), using the template provided at: <http://www.ub.edu/comint/pdi/concursos/temporal.htm>
- c. A brief description of the candidate's teaching experience (no more than 1 page), using the template provided at: <http://www.ub.edu/comint/pdi/concursos/temporal.htm>
- d. A general description of the candidate's teaching and research interests, indicating their relevance to the area covered by the contract of employment for the next five years. This document should be no more than six pages in length and must be completed using the template provided at: <http://www.ub.edu/comint/pdi/concursos/temporal.htm>
- e. If applicable, accreditation of international postdoctoral experience or placements at leading universities or research centres in any country, excluding the University of Barcelona.

By submitting the documents stipulated above, candidates declare that all of the information provided is truthful to the best of their knowledge. The University of Barcelona may, however, request copies and/or originals of documents attesting to any of the merits stated in the application.

Candidates may also choose to submit hard copies of their documentation to the General Registry. In this case, the documents must be printed in PDF format.

3.5 Candidates who have submitted an application and the accompanying documentation to the Management of the Serra Húnter Plan during the international shortlisting period must state on the registration form if they believe that the documentation detailed in paragraphs 3.3 and 3.4 has already been submitted. In these cases, candidates expressly authorize the University of Barcelona to obtain their documentation directly from the management team of the Serra Húnter Plan.

Updated documents should be submitted according to the conditions stated in paragraphs 3.3 and 3.4.

4. Admission of candidates

4.1 Once the application period has closed, and within a period of one month, the Vice-Rector for Teaching and Research Staff, acting with the authorization of the Rector, will issue a ruling approving the provisional list of candidates admitted to and excluded from the selection process, together with the grounds for exclusion in each case. This ruling will be announced via the UB's E-Office. Additional notification may be given at <http://www.ub.edu/comint/pdi/concursos/temporal.htm> , or on other UB noticeboards.

4.2 Candidates who wish to rectify an error or omission that led to their exclusion or who need to submit outstanding documentation should notify the Rector in writing and submit all supporting documentation to the UB's General Registry within ten days from the day after the ruling on admission is announced.

Candidates who are unable to amend or rectify the error or omission or submit the outstanding documentation within this period will be permanently excluded from the call for applications.

4.3 Appeals will be resolved within twenty days once the appeals period has closed. Once any appeals have been resolved, the Vice-Rector for Teaching and Research Staff, acting with the authorization of the Rector, issues a final ruling approving the list of admissions and exclusions, stating any appeals received. This will be announced via the UB's E-Office. Additional notification may also be given at <http://www.ub.edu/comint/pdi/concursos/temporal.htm>, or on other UB noticeboards.

5. Selection committee

5.1 Selection committees are formed in accordance with the conditions laid down in the applicable Serra Húnter Plan collaboration agreements, signed between the Catalan Ministry of Economy and Knowledge and the public universities of Catalonia.

5.2 The composition of the Selection Committee is detailed in the appendix to the resolution of the call for applications.

5.3 The internal rules and regulations governing the actions of the Committee are subject to the provisions of Law 26/2010, of 3 August, on the legal framework and administrative procedure of public administration in Catalonia.

5.4 Selection committee members are subject to the criteria on abstention and recusal set out in articles 23 and 24 of Law 40/2015, of 1 October, on the legal framework of the Spanish public sector.

Prospective members who are affected by any of these criteria must abstain from serving on the Selection Committee and state the reasons for their withdrawal.

5.5 Selection Committee members must treat as confidential all information to which they have access in the exercise of their functions, including personal data and any other information specifically pertaining to identified or identifiable natural persons.

5.6 The Selection Committee will send all notifications to the Academic Staff Service for publication via the UB's E-Office. Additional notification may be given at <http://www.ub.edu/comint/pdi/concursos/temporal.htm> or on other UB noticeboards.

5.7 For the purposes of general communication and specific notifications, the Selection Committee shall be based at the University of Barcelona's Academic Staff Service (Pavelló Rosa, Travessera de les Corts, 131-159, 08028, Barcelona).

6. Selection process

6.1 Once it has been formally constituted, the Selection Committee receives the documentation submitted by each candidate. During the formal constitution, the Committee will establish the specific criteria and scale for assessing candidates, in accordance with the general criteria established in the call for applications. The assessment scale will be made public as stipulated in paragraph 5.6.

6.2 The Selection Committee will be formed within three months of publication of the call for applications. Constitution of the Selection Committee requires the attendance of all members or, if they are unable to attend, their appointed substitutes, subject to the approval of the Vice-Rector for Teaching and Research Staff. If the Committee cannot be formed within the stated period, the President may request an extension of one month, stating the reasons for the delay. A final decision will be taken by the Vice-Rector for Teaching and Research Staff, acting with the authorization of the Rector.

Constitution of the Selection Committee will be announced via the UB's E-Office. Additional notification may be given at <http://www.ub.edu/comint/pdi/concursos/temporal.htm>, or on other UB noticeboards.

6.3 Candidates are assessed according to the scale established and announced by the Selection Committee, in compliance with internationally recognized criteria for the evaluation of high-level academic activity, and on the basis of their professional achievements, with particular importance given to high-impact scientific and technical publications, the award of competitive research funding; the quality and accreditation of the candidate's teaching activities; the candidate's involvement in knowledge transfer activities, and intellectual property rights and patents registered by the candidate; leadership skills; the candidate's involvement in mobility programmes, international profile, and other notable academic and professional achievements.

Particular credit will be given to those candidates who can provide evidence of periods of at least two years, completed after their initial academic training (bachelor's degree and master's degree or equivalent), during which they undertook doctoral studies, academic work at higher education level, research and development activities and/or professional work relevant to the profile of the position offered in this call for applications. Candidates must not have maintained an academic relationship with the University of Barcelona during any such period. Credit will be awarded automatically to those candidates whose doctoral studies were completed in their entirety at another university, which issued the doctoral qualification.



In applications for positions offered in this call, the period during which candidates were not associated academically with the UB will only be counted after the first three months.

6.4 The selection procedure consists of two phases.

6.4.1 The first phase consists of the study and appraisal of the specific merits presented by each candidate in the documents submitted with the application. This phase is eliminatory. Candidates are not required to attend. The Committee will meet via videoconference.

Given the specific nature of the knowledge area and objectives covered by the Serra Húnter Plan, the Secretary may ask candidates to provide translations of their documentation into English or other languages.

Within twenty calendar days of the constitution of the Selection Committee, each member will submit to the Secretary a shortlist of candidates who have passed the first phase of selection, in order of merit, together with individual assessments of each candidate's merits, following the criteria and assessment scale announced in advance.

In accordance with Article 153 of the Statutes of the University of Barcelona, the Selection Committee must take into account the specific disciplinary skills and the teaching and research abilities of each candidate and the degree to which these skills and abilities match the University's teaching and research priorities.

The Committee will decide how many candidates pass the first phase on the basis of the proposals made by each member. If the Committee considers that no candidate demonstrates sufficient merits, it will suggest to the Rector that the position should not be awarded.

The results will be announced via the UB's E-Office within ten calendar days. Additional notification may be given at <http://www.ub.edu/comint/pdi/concursos/temporal.htm>, or on other UB noticeboards.

6.4.2 The **second phase** consists of a selection test to be taken by shortlisted candidates.

Within ten calendar days of the announcement of results for the first phase, the Committee will formally announce the call for the selection test, via the means established in paragraph 5.6, giving at least three weeks notice. The date, time and venue will be detailed in the announcement. The Committee will draw a list of candidates at random to determine the order in which they will appear.

Before the test, the Committee may ask candidates to submit additional documentation attesting to the merits indicated in their CVs, preferably in digital format.

Candidates who do not arrive at their allotted time will be called again fifteen minutes later. Those candidates who fail to attend will be considered to have withdrawn and are therefore excluded from the selection process.

The test will be organized as a public session. Each candidate will give a brief personal presentation followed by a detailed talk on the subject of their choice. The session should last no more than one hour and thirty minutes. The Committee will then ask the candidate any questions it deems appropriate. Questions may be related to merits indicated on the candidate's CV, the seminar, or any other matter related to the contract offered or the activity the successful candidate



will carry out. In keeping with the specific characteristics of the area of knowledge and the objectives of the Serra Hünter Plan, the test may be carried out in English.

7. Contract award proposal

7.1 Once the selection test has been completed, the Selection Committee will prepare a joint report on each candidate and draw up a shortlist of successful candidates in order of merit, issuing proposal of employment to the highest-placed candidate.

The proposal will be announced via the UB's E-Office. Additional notification may be given at <http://www.ub.edu/comint/pdi/concursos/temporal.htm>, or on other UB noticeboards.

If no candidate is considered to have met the requirements, no contract will be awarded and the position will not be filled.

7.2. Candidates may lodge an appeal against the Committee's proposal with the Rector of the University of Barcelona, within one month from the day after publication of the proposal for the award of the position.

Interested parties may request to view all of the documentation pertaining to the call for applications at an office of the University of Barcelona's Academic Staff Service.

The appeal is first made known to the other candidates so that they may submit any responses they deem appropriate. It is then examined by the University of Barcelona's Appeals Committee, which prepares a report-proposal for consideration by the Rector, who will issue a final ruling within a period of three months.

8. Resolution of the call for applications

The Committee submits its proposal to the Rector, who announces the award of the position to the successful candidate. The corresponding contract must then be signed, as stipulated in chapter 9. The official resolution on the award of positions will be published in the Official Bulletin of the Government of Catalonia.

9. Formalization of the contract

9.1 The winning candidate must submit the following documentation to the UB's General Registry within two months of public announcement of the contract award proposal:

- a) Official medical certificate accrediting the information stipulated in section b) of paragraph 2.1.
- b) Declaration made by the candidate that they have not have been disqualified in a final ruling from the exercise of public functions or have been dismissed or sacked from a position in any public administration through a final disciplinary decision, and that they are not subject to legal grounds for incapacity, according to current legislation. Candidates from outside Spain must demonstrate in a sworn statement or declaration that they have not been suspended or sacked in a disciplinary procedure or received a criminal sentence that prevents them from entering public employment in their country of origin.
- c) Declaration by the candidate that they are not in breach of regulations on incompatibilities in public sector employment or that they intend to exercise the option provided for in Article 10 of Law 53/1984, of 26 December, on conflicts of interest in the provision of services to the public administrations.



d) Original copy of the doctoral degree certificate, homologated or validated, as required, in accordance with the conditions stated in paragraph 2.2.b).

9.2 If candidates are unable to submit the required documentation in the period established by the University, notwithstanding duly justified and verified instances of force majeure, or if they do not meet the stated requirements, the contract award will be revoked. In this case the contract will be awarded to the highest-placed candidate on the shortlist of successful candidates submitted with the Selection Committee's contract award proposal.

9.3 Contracts with the University of Barcelona must be signed within six months of publication of the resolution of this call for applications, unless otherwise agreed between the two parties.

9.4 Non-EU nationals and candidates who do not fall within the scope of international treaties operated by the European Union and ratified by Spain must hold a valid work and residency permit by the time the corresponding contracts are due to be signed.

9.5 The conditions of contracts signed with winning candidates will comply with the terms established in this call for applications, with the relevant provisions made in law, and with the following specific clauses applicable to the Serra Húnter Plan:

9.5.1 The winning candidate will be evaluated specifically on the basis of his/her academic merits, under the terms established in the Serra Húnter Plan.

9.5.2 The winning candidate must submit an annual summary of no more than two pages detailing the most significant aspects of his/her CV, which will be posted on the Serra Húnter Plan web page.

9.5.3 The contracted associate professor must clearly sign all his or her published academic and scientific output as Professor/a Serra Húnter" (Catalan), "Serra Húnter Fellow" (English) or "Profesor/a Serra Húnter" (Spanish), as applicable.

9.5.4 If, for whatever reason, the winning candidate is no longer covered by the terms of the Serra Húnter Plan, these designations may not be used and the above clauses will no longer apply.

9.6 Contracts will be signed for an initial period of three years, which may be renewed for a further two years if the associate professor receives a favourable assessment report, according to the terms and requirements established in the applicable regulations. Notwithstanding, the total combined period of employment as an associate professor and assistant lecturer at the University of Barcelona or any other Spanish university may not exceed eight years.

10. Appeals

10.1 Rulings issued by the Rector or the Vice-Rector for Teaching and Research Staff relating to the opening of the call for applications, the publication of applicable regulations and the publication of final lists of candidates admitted to the selection process are final and cannot be overturned by standard administrative procedure. If an interested party wishes to contest any such ruling, irrespective of the immediacy of its execution, he/she may choose to open contentious administrative proceedings through the Catalan High Court. Proceedings must be opened within two months from the day after the ruling in question is issued.

Interested parties may also choose to present an appeal of reversal directly to the body in question, in which case any appeal must be lodged within one month from the day after the ruling is issued. In



this case, contentious administrative proceedings may not be opened until the appeal for reversal has been addressed in an express or presumptive ruling, in accordance with the provisions of Article 123 et. seq. of Law 39/2015, of 1 October, on common administrative procedure in public administrations.

10.2 The actions and rulings of the Selection Committee may be contested by standard administrative procedure. If an interested party wishes to do so, he/she may lodge an appeal with the Rector, within a period of one month from the day after the ruling in question is issued, under the terms established in articles 121 and 122 of Law 39/2015, of 1 October, on common administrative procedure in public administrations.

Following admission of the appeal to due process, the University of Barcelona's Appeals Committee produces a report-proposal on the procedural validity of the ruling, verifying due observance of the principles of equality, merit and teaching and research competence in consideration of candidate applications and confirming the suitability of the winning candidate for the profile of the position awarded. The Rector will issue a ruling on the appeal on the basis of the report-proposal received from the Appeals Committee.