

APPROVED
by Decision No. 3-12 of the
Senate of Vytautas Magnus
University of 9 March 2011

**DESCRIPTION OF PROCEDURES FOR ORGANISING COMPETITIONS FOR THE
POSITION OF LECTURERS AND RESEARCHERS AT VYTAUTAS MAGNUS
UNIVERSITY**

1. This description has been prepared in compliance with the Law on Science and Studies of the Republic of Lithuania (*Official Gazette*, 2009, No. 54-2140) and the Senate of Vytautas Magnus University (hereinafter referred to as VMU).
2. Competitions for the position of lecturers and researchers shall be organized in compliance with the following documents: VMU Senate-approved descriptions of minimum qualification requirements for the individuals applying for the position of a VMU lecturer and researcher in the area of humanities, social, physical and biomedical sciences as well as for the position of a VMU lecturer in the area of arts; the principles of staff selection and evaluation approved by VMU Council; the procedure for organization of competitions for the position of lecturers and researchers at VMU, approved by the Order of VMU Rector.
3. Persons shall be employed as VMU lecturers and researchers by means of public competition for the term of 5 years.
4. Persons shall be appointed to the position of a scientist-trainee for up to 2 years under the procedure established by the Government. This period may be extended for one more year under the procedure established by the Government.
5. A public competition for the position of lecturers and researchers shall be announced by the Order of VMU Rector at least 3 months before the expiry of the tenure of these positions. The person employed in this position at the time shall also have a right to take part in the Competition.
6. An employee shall be notified if a public competition for the position of a lecturer or researcher is not announced.
7. VMU Rector shall announce the Competition for the position of lecturers and researchers. A notice about the Competition shall be published on the websites of VMU and the Research Council of Lithuania. Competitions for the positions of professors, associated professors, and chief and senior researchers shall be international; therefore, the information shall be additionally published in international media.
8. VMU Admissions Committee, which is formed and approved by VMU Senate, shall evaluate the applicants for the position of a lecturer or researcher. At least 1/3 of the members of the Admissions Committee shall be composed of persons not employed by VMU. There must be at least one international expert in the Admissions Committee when preparing a competition for the position of a senior researcher or professor.
9. The Admissions Committee shall check whether the applicants meet the minimum qualification requirements for the position of a lecturer and researcher and the requirements specified in the announcement about the competition for a specific position.
10. The Admissions Committee, in accordance with its Rules of Procedure, shall form a queue for the selection of competing applicants. The Admissions Committee shall provide its evaluation to VMU Departments, Faculty Councils and the Senate.
11. In case a person taking part in the competition disagrees with the decisions of the Admissions Committee, he/she may appeal to VMU Rector within 2 days after the

- submission of the conclusions by the Admissions Committee. The appeal shall be examined within 5 working days from the date of submission of the appeal.
12. The Appeal Committee shall investigate whether the Rules of Procedure of the Admissions Committee, VMU Statute and other requirements related to the competition have not been violated during the meeting of the Admissions Committee.
 13. The Departments shall consider the applicants who, in accordance with the decision of the Admissions Committee, meet the minimum qualification requirements for the position of a lecturer and researcher and provide their opinion to Faculty Councils.
 14. Applicants shall have a right to present their scientific works in the meeting of the Department where the applicants are considered.
 15. After receiving the conclusions of the Departments, Faculty Councils shall consider the applicants who, in accordance with the ruling of the Admissions Committee, meet the minimum qualification requirements for the position of lecturers and researchers.
 16. Faculty Councils shall provide their opinion about the applicants for the position of professors, associate professors, and chief and senior researchers to the Senate.
 17. The Competition for the position of a lecturer, assistant, researcher and junior researcher shall be organized and employees from the applicants shall be elected by secret voting by the Councils of the Faculties.
 18. The Competition for the position of a professor, associate professor, chief and senior researcher shall be organized and employees from the applicants shall be elected by secret voting by the Senate.
 19. A contract of an indefinite duration shall be concluded with a person who has won the competition for the same position of a lecturer or researcher for the second time in a row after the effect of the Law on Science and Studies of the Republic of Lithuania on 12 May 2009 (*Official Gazette*, 2009, No. 54-2140). That person shall undergo a certification process every 5 years under the procedure established by the Senate. An uncertified person shall be dismissed. Individuals shall be promoted to higher positions of a lecturer or researcher by means of public competition.
 20. A contract of an indefinite duration shall be concluded between Vytautas Magnus University and a person who has won the competition for the same position of a professor for the second time in a row before the effect of the Law on Science and Studies of the Republic of Lithuania on 12 May 2009 (*Official Gazette*, 2009, No. 54-2140). That person shall undergo a certification process every 5 years under the procedure approved by VMU Council. An uncertified person shall be dismissed.
 21. In case a person taking part in the competition disagrees with the results of the competition, he/she may appeal to VMU Rector within 3 days after the competition. The appeal shall be examined within one week from the date of the submission of the appeal.
 22. In case VMU Rector receives the appeal, he/she shall form the Appeal Committee consisting of at least three members. The person shall be notified in advance about the time and date of the meeting of the Committee and shall have the right to express his/her opinion in the meeting. Decisions of the Appeal Committee shall be deemed valid if more than half of the members of the Appeal Committee vote in favor.
 23. The Appeal Committee shall examine whether the procedure of the Competition, VMU Statute and other requirements related to the Competition have not been violated during the Competition for the positions of lecturers and researchers.
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