

APPROVED

by Resolution No. SPN-67 of 22 October 2024
of the Senate of Vilnius University

THE DESCRIPTION OF THE CONDITIONS AND PROCEDURE FOR RECRUITING VILNIUS UNIVERSITY TEACHING STAFF BY WAY OTHER THAN OPEN COMPETITION

CHAPTER I GENERAL PROVISIONS

1. The Description of the Conditions and Procedure for Recruiting Vilnius University Teaching Staff by Way Other than Open Competition (hereinafter the ‘Description’) establishes the conditions and the procedure for recruiting partnership professors, partnership associate professors (the titles of these positions cannot be abbreviated), lecturers practitioners, invited professors, invited associate professors, visiting professors, visiting associate professors, visiting assistant professors, visiting senior lecturers, visiting lecturers (hereinafter collectively the ‘visiting teaching staff members’) at Vilnius University (hereinafter the ‘University’) by way other than open competition and conclusion of fixed-term employment contracts.

2. The Description shall not apply to:

2.1. lecturers and research/art staff with whom employment contracts are concluded in accordance with the Description of the Procedure for Concluding Fixed-Term Employment Contracts with Lecturers and Researchers (In Either Science or Arts) Over the Age of 65, approved by Resolution of the Senate of Vilnius University No. SPN-60 of 23 November 2021 “On the Approval of the Description of the Procedure for Concluding Fixed-Term Employment Contracts with Lecturers and Researchers (In Either Science or Arts) Over the Age of 65 and on the Repeal of Resolution of the Senate of Vilnius University No. SPN-19 of 20 April 2021 “On the Approval of the Description of the Temporary Procedure for Concluding Fixed-Term Employment Contracts with Lecturers and Researchers (In Either Science or Arts) Over the Age of 65”” (as subsequently amended);

2.2. lecturers and researchers (in either science or arts) who according to established procedure are employed under project-based employment contracts.

3. Partnership professors, partnership associate professors, invited professors and invited associate professors, lecturers practitioners and visiting teaching staff members are not subject to provisions of Article 15(2)–(7) and 15(9)–(11).

4. Partnership professors, partnership associate professors, invited professors and invited associate professors, lecturers practitioners, and visiting teaching staff members shall not be equated with lecturers who have electoral rights in accordance with Article 12(4) of the Statute of Vilnius University.

5. The positions of a partnership professor, partnership associate professor, lecturer practitioner shall not be considered as the positions of teaching staff members established in the Republic of Lithuania Law on Higher Education and Research and Article 15(1) of the Statute of Vilnius University; therefore, their inclusion in the study programmes carried out at the University cannot make up for the mandatory teaching standards regarding professors and/or associate professors, established in the Republic of Lithuania and University legal acts regulating the study process.

CHAPTER II CONDITIONS FOR RECRUITING PARTNERSHIP PROFESSORS AND PARTNERSHIP ASSOCIATE PROFESSORS

6. Only employees from Lithuanian or foreign institutions or self-employed (engaged in artistic activities) persons may be recruited as partnership professor and partnership associate professor. Persons who at the time of recruitment are employed (engaged in artistic activities) by other Lithuanian or foreign higher education institution (university or college) may not be recruited to this position.

7. A person with a doctoral degree, basic pedagogical competencies, and at least ten years of practical work experience related with the field of teaching may be recruited as partnership professor.

8. A person who has at least a master's degree or equivalent qualification of higher education, basic pedagogical competencies, and at least five years of work experience related with the field of teaching may be recruited as partnership associate professor.

9. If the need arises to recruit a person without education indicated in Items 7–8 of the Description to the position of a partnership professor and partnership associate professor in the field of art, the Rector of the University (hereinafter the 'Rector') shall decide on the conclusion of the employment contract with such a person after considering the reasoning of the head of the core academic unit of the University (hereinafter the 'Unit').

10. When submitting the nomination for the position of the partnership professor or partnership associate professor, the head of the Unit takes into account the recommendation of the study programme committee, justifies the relevance of the nomination and indicates the pedagogical activities the candidate will perform.

11. An advisory committee shall be set up upon a decision of the Rector to provide an opinion to the Rector on the compliance of the persons invited to fill the positions of a partnership professor and partnership associate professor to the requirements provided for in Items 6 to 8 of this Description.

12. Fixed-term employment contracts may be concluded with the persons recruited for the position of a partnership professor or partnership associate professor indicated in this Chapter of the Description for a period not exceeding two years, or they may perform their activities at the University under voluntary employment contract free of charge.

CHAPTER III CONDITIONS FOR RECRUITING INVITED PROFESSORS AND INVITED ASSOCIATE PROFESSORS

13. Only lecturers and research staff from Lithuanian or foreign higher education and research institutions who meet the requirements for career stages of leading or established researchers established in the Law on Higher Education and Research may be recruited as invited professors and invited associate professors.

14. Fixed-term employment contracts may be concluded with invited professors and invited associate professors for a period not exceeding two years.

CHAPTER IV CONDITIONS FOR RECRUITING LECTURERS PRACTITIONERS

15. A person who meets all the conditions listed below may be recruited as lecturer practitioner:

15.1. has at least a master's degree or equivalent qualification of higher education, at least three years of practical work experience related with the field of teaching, and professional achievements;

15.2. at the time of conclusion of an employment contract with the University, performs practical work at other organisation than a higher education institution (university or college) or is a self-employed person;

15.3. has basic pedagogical competencies.

16. If the need arises to recruit a person without education indicated in Item 15 of the Description to the position of a professor practitioner, the Rector shall decide on the conclusion of the employment contract with such a person after considering the reasoning of the head of the Unit.

17. A person who meets the requirements for the supervisor of a resident indicated in Item 15 of the Description as well as in legal acts of the Republic of Lithuania and the University may be recruited as lecturer practitioner who will be appointed the supervisor of a resident.

18. Fixed-term employment contracts may be concluded with lecturers practitioners for a period not exceeding two years.

CHAPTER V CONDITIONS FOR RECRUITING VISITING TEACHING STAFF MEMBERS

19. A person who meets the following conditions can be recruited as visiting teaching staff member:

19.1. has at least a master's degree or equivalent qualification of higher education;

19.2. at the moment of conclusion of the employment contract with the University, performs academic work at a foreign higher education and research institution;

19.3. meets the qualification requirements for respective position (professor, associate professor, assistant professor, senior lecturer, lecturer) established in Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification, approved by Resolution No. S-2018-12-4 of 20 November 2018 of the Senate of Vilnius University "On Approval of the Vilnius University Regulations for the Organisation of Teaching Staff and Research/Art Staff Recruiting Competitions and Certification" (as subsequently amended) (hereinafter the 'Regulations for Competitions');

19.4. has basic pedagogical competencies.

20. Fixed-term employment contracts may be concluded with visiting teaching staff members for a period not exceeding one year.

CHAPTER VI PROCEDURE FOR MAKING DECISIONS ON THE CONCLUSION OF EMPLOYMENT CONTRACTS

21. Partnership professors, partnership associate professors, invited professors and invited associate professors, lecturers practitioners, and visiting teaching staff members are recruited by proposal of the head of the Unit upon a decision of the Rector, without an open competition; the persons applying for the position indicated in this Description shall submit the documents supporting their compliance with the conditions established in the Description to the employee of the Unit responsible for personnel administration of the Unit. If the need arises, fixed-term employment contracts for positions indicated in the Description may be renewed. In the case of renewing fixed-term contracts, all conditions and procedure provided for in the Description must be observed.

22. If a person is recruited to a position which requires basic pedagogical competencies, the head of the Unit shall be responsible for ensuring that the person meets this requirement and may refer to the basic pedagogical competences as laid down in in the Regulations for Competitions.

23. The remuneration for partnership professors, partnership associate professors, invited professors, invited associate professors, lecturers practitioners, and visiting teaching staff members (except for cases when a partnership professor and partnership associate professor participates in the academic activities of the University on a voluntary basis free of charge) shall be established in the employment contract according to the planned workload and proposal of the head of the Unit. By decision of the council of the Unit, the official salary coefficients for academic staff and the procedure for calculation of official salary by applying the amount of the basic monthly salary of the University established in the Description of the Remuneration Procedure for Vilnius University Employees approved by Resolution of the Council of Vilnius University No. TPN-25 of 15 December 2021 "On

the Approval of the Description of the Remuneration Procedure for Vilnius University Employees” (as subsequently amended) may be applied to establish the remuneration of the partnership professor, partnership associate professor, and lecturer practitioner.

24. When an hourly wage is determined for a partnership professor, partnership associate professor, lecturer practitioner, and visiting teaching staff member, the description of the procedure for accounting of the working time for teaching staff members approved by the Rector or their authorised person shall not apply to the person recruited for the position indicated in this item. The standard working hours of a partnership professor, partnership associate professor, lecturer practitioner, and visiting teaching staff member is provided for in the employment contract (or in the case of partnership professor and partnership associate professor – voluntary activity) concluded with them.
