



(Translation)
GOVERNING DOCUMENT
GU 2025/2844

Guidelines for Application for a Position as Associate Senior Lecturer at the Faculty of Humanities

Decision-maker	Faculty Board of Humanities
Responsible unit	Faculty Office of Humanities
Decision date	2026-03-19
Validity	From 1 July 2026 until further notice. A review of the document shall be conducted no later than 31 December 2029.
Sammanfattning	<p>Replaces document: <i>Instructions for applications for promotion or appointment as another academically qualified teacher other than Senior Lecturer (V 2018/255)</i>.</p> <p>This document is a translation of the Swedish original for reference purposes only. In the event of any discrepancy between this translated document and the Swedish original, the original shall prevail. The University assumes no responsibility for this translation or for direct, indirect or any other forms of damages arising from the translation.</p>

Guidelines for Application for a Position as Associate Senior Lecturer

The Faculty of Humanities has established the following procedure for the appointment of an Associate Senior Lecturer.

When applying for a position as Associate Senior Lecturer, the applicant must use the University of Gothenburg's recruitment platform, ReachMee, and follow the instructions provided there. The application must clearly and comprehensively address the requirements specified by the department in the vacancy notice for applications.

The purpose of the position is to provide the teacher with the opportunity to develop their independence as a researcher and to build both scholarly and pedagogical qualifications in order to meet the eligibility requirements for a position as Senior Lecturer. This is therefore a tenure-track position in which the holder, following a successful assessment, is to be promoted. An Associate Senior Lecturer may have duties in teaching and administration but must devote at least half of their working time to research. The Associate Senior Lecturer must also be given opportunities for pedagogical development to an extent that enables them to meet the competence requirements for promotion to Senior Lecturer within the period of employment.

Applicants for a position as Associate Senior Lecturer must present the merits they wish to invoke in four separate portfolios:

- Academic portfolio I: Scholarly qualifications
- Academic portfolio II: Pedagogical qualifications
- Academic portfolio III: Third-stream activities
- Academic portfolio IV: Managerial and administrative competencies

In addition to presenting their merits, the applicant must describe their scholarly and pedagogical activities. The scholarly statement must clarify the academic significance of the research results. In the pedagogical statement, the applicant must describe and reflect on their teaching activities. Applicants must also describe their third-stream activities.

In addition to the doctoral thesis, the applicant may submit up to ten publications (unless the vacancy notice specifies a different number), as well as any teaching materials they wish to cite. These publications form part of the basis for assessing both scholarly and pedagogical proficiency.

Eligibility

To be eligible for appointment as Associate Senior Lecturer, the applicant must hold a doctoral degree or possess equivalent scholarly competence. Priority should be given to applicants who have obtained their doctoral degree, or achieved equivalent competence, no more than five years before the application deadline for the position. However, applicants who obtained their doctoral degree or equivalent competence earlier may also be considered if special circumstances apply. Special circumstances refer to leave due to illness, parental leave, or other comparable reasons.

For the period from 1 January 2026 to 31 December 2027, a temporary exemption applies, stating that priority should be given to applicants who obtained their doctoral degree, or achieved equivalent competence, no more than seven years before the application deadline for the position as Associate Senior Lecturer (GU 2025/4417). The exemption applies only to the Swedish Research Council's specific career support vacancy notices.

An Associate Senior Lecturer may be employed on a fixed-term basis for no less than four and no more than six years, which must be specified in the vacancy notice for applications.

Before a position as Associate Senior Lecturer is advertised, the assessment criteria to be used in the evaluation of applications for promotion to Senior Lecturer must be established. These assessment criteria must correspond at least to those applied in appointments to Senior Lecturer and must be clearly stated in the vacancy notice for applications.

An Associate Senior Lecturer must also be suitable for the position. Suitability refers to personal and social qualities that are important for the role, such as professional maturity, integrity, the ability to collaborate and communicate, a sense of responsibility, and the ability to contribute to a positive work environment.

Assessment

The assessment is based entirely on the material that the applicant presents in their merit portfolios.

Academic portfolio I: Scholarly qualifications

Scholarly proficiency is demonstrated primarily through publication, in the form of monographs, journal articles, and book chapters that have undergone peer review (referee or editorial review). There must be contributions to both the national and international scholarly communities, taking into account the traditions and conditions of the discipline. The ability to attract external research funding is also considered a merit.

Academic portfolio II: Pedagogical qualifications

Pedagogical proficiency is demonstrated through documented experience of high-quality teaching. Proficiency is also reflected in the extent to which the applicant has planned and developed courses at different levels. In addition, experience of supervising students at various levels is assessed.

Academic portfolio III: Third-stream activities

The ability to collaborate with the wider community is demonstrated through activities conducted in relation to and in cooperation with the public and non-profit sectors, cultural institutions, and industry, as well as through popular-science outreach, research communication, and participation in public debate.

Academic portfolio IV: Managerial and administrative competencies

Proficiency in leadership and administration is demonstrated through a strong ability to manage, plan, and develop activities.

Review process

In the appointment of an Associate Senior Lecturer, it is assessed whether the applicant has documented eligibility and sufficient proficiency according to the assessment criteria stated in the vacancy notice for applications.

When comparing applicants, the person who, based on an overall evaluation of merits, is deemed to have the best potential to fulfil the purpose of the position and to carry out the associated duties shall be selected.

For international recruitments advertised after 31 August 2024, the requirement to take Swedish language courses shall be mandatory.

Processing

For the appointment of an Associate Senior Lecturer, the chair of the Academic Appointments Board shall, on the recommendation of the head of department of the relevant department, appoint at least one external expert. The expert report is reviewed by the board, which proposes a shortlist of candidates who are invited to give a trial lecture and attend an interview. The head of department of the relevant department then submits a proposal for appointment to the board. The board subsequently recommends that the head of department make the decision to appoint an Associate Senior Lecturer.

Before a position as Associate Senior Lecturer is advertised, the advertisement text must be reviewed by the Academic Appointments Board. The head of department must also submit a justification outlining the need for the position in accordance with the department's staffing plan. The justification must additionally include an account of how the position will be financed.

Instructions

List of degrees and positions

- Subject area in Swedish and English
- Name
- Year of birth
- Department
- Degrees, year
 - first-cycle academic degree
 - licentiate degree
 - doctoral degree
 - other degrees

- Positions or longer appointments, year (employment certificates must be attached)
 - assistant researcher
 - lecturer
 - other
 - additional

Academic portfolio I: Scholarly qualifications

1. Scientific publications
 - a. Doctoral thesis
 - b. Monographs
 - c. Editorial work (books, journals)
 - d. Scholarly articles
 - i. Journal articles
 - ii. Chapters in anthologies (including conference volumes)
 - e. Reviews, interviews
 - f. Other: used only when no other publication type is applicable. This category includes, for example, translations, source editions, reports, investigations, and similar materials. It also covers conference contributions that have undergone peer review but have not been published in an official proceeding or conference communication.

Instructions:

– Each publication should be listed under only one category. State year of publication, ISBN/ISSN, and format (for example printed, digital). Specify page numbers and total number of pages. For example: 175–194 (20 pages).

– Also indicate how many of the total number of pages are your own. For example: 20 pages of 250. For each publication, state whether it has been reviewed by external referees (peer review, referee review) or reviewed by a book editor (editorial review).

– In cases of co-authorship, your individual contribution must be clearly specified.

– Author names should be listed in the same order as in the final publication.

– Unpublished manuscripts that have been accepted by a publisher may be submitted when applicable, but future publication must be verified with documentation.

– Unpublished manuscripts or texts currently under review by a publisher should not be listed here.

2. Research projects and research collaborations
 - a. Externally financed research projects, project leader
 - b. Externally funded research projects, contributors
 - c. Other forms of research collaboration (national/international)
3. Scholarly assessment assignments – national and international
 - a. Expert for employment or promotion
 - b. Faculty examiner/student reviewer in connection with public defence of theses
 - c. Examining committee member
 - d. Referee for scholarly work
 - e. Expert for research applications
 - g. Other
4. Other tasks in connection with research at the university, faculty or department level
5. Other qualifications
 - a. Organising conferences
 - b. Conference invitations (plenary papers)
 - c. Conference participation (papers, posters)
 - d. Visiting researcher at foreign higher education institution
 - e. Other invitations
 - f. Prizes and other awards
 - g. Other qualifications

Academic portfolio II: Pedagogical qualifications

1. Your own educational training
 - a. Higher education teacher training
 - b. Supervisor training
 - c. Other
2. Teaching and supervision
 - a. Teaching at undergraduate (first-cycle) level
 - i. Breadth and scope
 - ii. Supervision
 - iii. Course development
 - iv. Interdisciplinary collaboration
 - v. Other
 - b. Teaching at Master's (second-cycle) level
 - c. Course development at undergraduate (first-cycle) and/or Master's (second-cycle) level
 - d. Administration of undergraduate (first-cycle) and/or Master's (second-cycle) education
 - e. Development of doctoral (third-cycle) education
 - f. Administration of doctoral (third-cycle) education
 - g. Leadership of doctoral and research seminars
 - h. Supervision at undergraduate (first-cycle) and Master's (second-cycle) level

- i. Supervision of doctoral students (distinguish between principal supervisor and assistant supervisor, those who have completed a PhD and those who have not; state names and year of PhD completion. In cases where supervision has only covered part of the doctoral programme, the time period must be specified.

Note: the thesis must have been submitted and approved (i.e., registered in LADOK) for the supervision to count as completed.

3. Pedagogical development work
 - a. Evaluations
 - b. Projects
 - c. Pedagogical conferences
 - d. Other
4. Teaching materials and pedagogical publications
 - a. Printed materials
 - b. Digital materials
 - c. Other
5. Other tasks in connection with teaching at the faculty or department level
6. Other pedagogical qualifications, for example visiting lecturer at a foreign higher education institution.

As a basis for assessing teaching proficiency, references, employment certificates, and other types of written evaluations shall be attached, as well as compilations and follow-ups of course evaluations.

Academic portfolio III: Third-stream activities

1. Books, reports, articles, and reviews of a popular-science nature
2. Activities in relation to the public sector, cultural sector, and business sector
 - a. Presentations and lectures
 - b. Interviews and debates
 - c. Other: This section includes activities that contribute to the reciprocal exchange between the research community and the wider society

Academic portfolio IV: Managerial and administrative competencies

Leadership roles (specify terms of office)

1. University or college level:
 - a. Member of committees, boards, and similar bodies
 - b. Other
2. Faculty or division level
 - a. Member of committees, academic appointments boards, and similar bodies
 - b. Member of preparatory bodies
 - c. Other

3. Department level
 - a. Director of studies
 - b. Director of research unit or equivalent
 - c. Member of the departmental board or equivalent
 - d. Working groups
 - e. Other

As a basis for assessing leadership competence, references, certificates of completed training, employment certificates, and other types of written evaluations from employers and other commissioning bodies shall be attached.

List of cited publications

A maximum of ten (10) projects, in addition to the doctoral thesis, may be cited in support of the application, as well as any teaching materials.

List of appendices

- Doctoral degree certificate
- Where applicable – Course certificate for higher education teacher training courses
- Where applicable – Certificate of validation of higher education teacher training courses
- Where applicable – Language certificate or equivalent