



(Translation)
GOVERNING DOCUMENT
GU 2025/1003

Guidelines for Expert Assessment in Application for Appointment as, or Promotion to, Senior Lecturer at the Faculty of Humanities

Decision-maker	Faculty Board of Humanities
Responsible unit	Faculty Office of Humanities
Decision date	2026-06-11
Validity	From 1 July 2026 until further notice. A review of the document shall be conducted no later than 31 December 2029.
Sammanfattning	Replaces document: <i>Instructions for expert assessments: academically qualified teaching staff other than professors (V 2018/256)</i> .

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.

Guidelines for Expert Assessment in Application for Appointment as, or promotion to, Senior Lecturer

The present governing document has been developed to facilitate both the work of the external experts and the department's role in the recruitment or promotion process, as well as the preparation carried out by The Faculty Academic Appointments Board. The document is linked to the governing document Guidelines for Applications for Employment as, or Promotion to, Senior Lecturer (GU 2025/1004).

Background

Applications for employment as, or promotion to, Senior Lecturer must be reviewed by external experts. The external expert is appointed by the Chair of The Faculty Academic Appointments Board, following a proposal from the Head of Department concerned and after a completed conflict-of-interest assessment. Normally, at least one external expert is appointed. If statements are obtained from more than one expert, women and men must be represented in a gender-balanced manner. Each expert submits an individual statement independently of the others.

The University of Gothenburg uses the recruitment platform ReachMee for job advertisements and recruitment processes. Applicants for positions as Senior Lecturer must use the system. It is the responsibility of each department to decide whether the external expert shall be granted access to the platform. The assessment of applications must be based on the published announcement text, as this specifies the merits and qualifications to be evaluated by the expert.

The External Expert's Assignment

To enable the external expert to carry out their assignment, the relevant department must provide the following:

For employment

1. The announcement text
2. A list of the applicants
3. Applications including merit portfolios; descriptions of scholarly and teaching activities; collaboration with the surrounding community; and merits in leadership and administration
4. A list of publications and appendices
5. Submitted publications, including the doctoral thesis
6. The Appointment Procedure for Teaching Posts at the University of Gothenburg (GU 2022/2359)
7. Guidelines for Applications for Appointment as, or Promotion to, Senior Lecturer (GU 2025/1004)
8. Guidelines for Expert Assessment in Applications for Appointment as, or Promotion to, Senior Lecturer (GU 2025/1003).

For promotion

1. The application, including merit portfolios; descriptions of scholarly and teaching activities; collaboration with the wider community; and merits in leadership and administration
2. A list of publications and appendices
3. Submitted publications, including the doctoral thesis
4. Guidelines for Applications for Appointment as, or Promotion to, Senior Lecturer (GU 2025/1004)
5. Guidelines for Expert Assessment in Applications for Appointment as, or Promotion to, Senior Lecturer (GU 2025/1003).

6. For promotion from Associate Senior Lecturer to Senior Lecturer, the announcement text for the Associate Senior Lecturer position must also be included. If the position was granted on special grounds (*Särskilda skäl*), the assessment criteria established at the time of appointment must be provided.

External Expert Statement

The assessment of the application is based entirely on the material that the applicant presents in their merit portfolios. The content and scope of these portfolios may vary, partly depending on whether the application concerns employment or promotion.

Academic portfolio I: Scholarly qualifications

Scholarly proficiency is demonstrated primarily through publication, for example in the form of monographs, contributions to edited volumes, and/or journal articles whose publication has been preceded by a collegial peer-review process (referee or editorial review).

There shall be contributions to both the national and the international scholarly community, taking into account the traditions and conditions of the discipline.

Criteria for Scholarly qualifications

- **Depth of scientific intent.** The applicant's publications are based on relevant and complex research questions, demonstrate analytical rigour, and show the ability to distinguish essential elements and to develop syntheses.
- **Originality** and independence in the choice of research topic, material, and problem formulation.
- **Theoretical and methodological expertise**, as well as critical and constructive ability.
- **National and international research engagement** and ability to collaborate.
- **Quantity of publications.** Number of published works and total volume as a measure of scientific productivity in relation to disciplinary traditions.
- **Formal clarity:** sound scholarly accuracy and clarity of presentation.

Academic portfolio II: Pedagogical qualifications

Pedagogical proficiency is demonstrated through the scope and breadth of teaching experience, the extent to which the applicant has planned and developed courses at different levels, and through experience of supervising students at various levels.

Criteria for Pedagogical qualifications

- **Overall pedagogical experience** at different levels of education.
- **Pedagogical leadership**, including the planning, management, and development of education and teaching.
- **Integration of research into pedagogical practice.**
- **The quality of the applicant's description of their pedagogical approach** and accompanying documentation.
- **Authorship of textbooks or other teaching materials** of high quality.

Academic portfolio III: Third-stream activities

The external expert statement shall include an assessment of the applicant's competence with regard to collaboration with the wider society.

The ability to collaborate with the surrounding society is demonstrated through activities in relation to and in cooperation with the public and non-profit sectors, the cultural sector and industry, as well as through popular science activities, research communication, and participation in public debate.

At the Faculty of Humanities, the collaboration assignment entails cooperation, societal utilisation, knowledge sharing, and exchange with the wider society.

Academic portfolio IV: Managerial and administrative competencies

The external expert statement shall include an assessment of the applicant's competence and experience in leadership roles and administration.

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

The Review Process

For the appointment as a Senior Lecturer

When appointing a Senior Lecturer, the assessment concerns whether the applicant has documented eligibility and sufficient proficiency according to the assessment criteria specified in the job announcement. The relevant department is responsible for carrying out the eligibility review and for ensuring that only applications from eligible candidates are forwarded to the external expert.

When comparing applicants, the candidate who, based on an overall assessment of merits, is deemed to have the best prerequisites for carrying out the tasks included in the appointment must be selected, and the following points must be considered in the external expert statement:

1. A brief account of the job advertisement's description of the subject area and the content of the position, as well as the assessment criteria applicable in the case.
2. Applicants who do not meet the eligibility requirements must be excluded from consideration, with a concise justification.
3. A brief description of the scholarly, pedagogical, and other merits of all eligible applicants.
4. An assessment, with justification, of the applicants who constitute the leading group. The leading group should not include more than three applicants unless the relevant department has provided other instructions.
5. A more detailed review of the applicants in the leading group, including a qualitative assessment with respect to the assessment criteria of scholarly proficiency, teaching proficiency, and other relevant qualifications.

The external expert report must result in a justification of the leading group, without ranking the applicants internally.

It must clearly state which relevant qualifications each applicant has demonstrated in relation to the position in question.

At the time of application, the relevant department may have specified expectations regarding the profile of the position and may thereby indicate desired orientation and subject area (and, in exceptional cases, familiarity with specific methods and theories). The external expert must assess the applicants' merits in relation to the stated preferences regarding orientation and subject area as described in the announcement text.

Processing

When appointing a Senior Lecturer, the Chair of The Academic Appointments Board appoints at least one external expert, following a proposal from the Head of the relevant department.

The external expert report must be addressed to the relevant department at the Faculty of Humanities, University of Gothenburg.

The external expert report is reviewed by The Academic Appointments Board, which identifies a leading group of applicants who are then invited to give a trial lecture and attend an interview. The Head of Department subsequently submits a proposal for appointment to the Board, after which the Board recommends that the Head of Department make the decision to appoint a Senior Lecturer.

The external expert does not participate in The Academic Appointments Board's meetings.

The final decision is made by the Head of Department.

For promotion from Associate Senior Lecturer to Senior Lecturer

For promotion from Associate Senior Lecturer to Senior Lecturer, the assessment concerns whether the applicant meets the competence requirements and assessment criteria established in connection with the advertisement of the Associate Senior Lecturer position.

The criteria must correspond at least to those applied in appointments to Senior Lecturer positions, with particular emphasis on the progression of the applicant's qualifications and proficiency. In addition, the applicant should be able to document scholarly proficiency, the ability to collaborate with the wider society, and proficiency in leadership and administration.

Processing

For promotion from Associate Senior Lecturer to Senior Lecturer, the Chair of The Academic Appointments Board appoints at least one external expert, based a proposal from the Head of the relevant department. The external expert report must be addressed to The Academic Appointments Board at the Faculty of Humanities, University of Gothenburg. Promotion is prepared by the Academic Appointments Board, which submits a recommendation to the Head of Department.

The external experts do not participate in The Academic Appointments Board's meetings.

The final decision is made by the Head of Department.

For promotion from Lecturer to Senior Lecturer

In promotions from University Lecturer to Senior Lecturer, an evaluation is conducted to determine whether the applicant fulfils the eligibility requirements concerning the pedagogical proficiency. The criteria correspond to those applied in appointments to Senior Lecturer positions, with particular emphasis on the applicant's demonstrated progression in qualifications and competence. Furthermore, the applicant should be able to document scholarly proficiency, the ability to collaborate with the surrounding society, and competence in leadership and administration.

Processing

For promotion from Lecturer to Senior Lecturer, the Chair of The Academic Appointments Board appoints at least one external expert, following a proposal from the Head of the relevant department.

The external expert report must be addressed to The Academic Appointments Board at the Faculty of Humanities, University of Gothenburg. Promotion is prepared by the Academic Appointments Board, which submits a recommendation to the Head of Department.

The external experts do not participate in The Academic Appointments Board's meetings.

The final decision is made by the Head of Department.