

Human Resources Strategy for Researchers – HRS4R

Open, Transparent and Merit based Recruitment of researchers (OMT-R) Policy

Good recruitment of researchers is absolutely necessary for ensuring excellence in research and the future of the university. It cannot be separated from the development of good working conditions and international attractiveness. The University of Liege committed early with the principles of the European Charter and Code for researcher and wrote its HR Strategy for researchers (HRS4R), with a strong involvement of the researchers. ULiege received the EU HR-excellence award in January 2011 (https://www.recherche.uliege.be/cms/c_9263814/fr/hr-excellence).

The ULiege strategic plan 2017-2021 defined 12 axes for development. (https://www.recherche.uliege.be/upload/docs/application/pdf/2017-09/hsr4r_ulg_en.pdf). At the crossroads of the "Governance" and "Individual" axes, the ambition is to stimulate and promote the career paths of those who work at the university, to guarantee the transparency of recruitment, evaluation and promotion procedures, and to clearly define the missions and functions of each university member (p.23). A working group was set up to implement this priority axis, in coordination with the Steering group of the HRS4R.

The time has come to promote and to develop our best practices of ULiege of recruitment by

- generalizing and formalizing the procedures;
- inviting and supporting the research units and faculties in applying them at all the research posts;
- tracking the actions of the institution's recruitment policy in the HRS4R action plan.

1. GENERAL CONSIDERATIONS

Recruitment at the University of Liège is organised for 2 categories of researchers: the academic staff (= professors), the scientific staff (= researchers including doctoral candidates). Some administrative can moreover be recruited for specific research management functions. The recruitment is homogeneous by category and independent of the status of the researcher, whatever the type of contract (temporary, permanent). In any case, the University wants to avoid the practice of discretionary recruitment.

The University of Liege recognizes the need for research units to be in a position to recruit researchers as effectively as possible and that derogation could be applied while committing with recruitment and selection's best practices and regulation

2. OTM-R

2.1. About advertising positions and application:

Research units are encouraged to recruit externally as well as internally to ensure academic excellence and research performances at individual and institutional level. These performances are of critical importance in the context of internationalization, knowledge driven world and ULiege reputation.

Beside printed or electronic media, all externally advertised vacant positions for researchers are to be published in full on the ULiege website and on the Euraxess platform. Ordinarily all vacancies are to be advertised using EU recommendations (https://cdn1.euraxess.org/sites/default/files/policy_library/otm-r-finaldoc_0.pdf, p. 17)

The time frame between the announcement of the advertisement and the possibility to apply should be realistic. The candidates should be provided clear and transparent information on the whole recruitment process, including an indicative timetable and selection criteria

2.1. About selection and evaluation

The evaluation criteria should be made available to the applicants. The merit of the candidates should be judged both quantitatively (e.g., number of publications) and qualitatively (experience of career path including activities such as teaching, theses supervision, transferable skills, research management, knowledge transfer activities, and activities associated with public understanding and awareness of science).

The selection committees have to bring diversity of expertise and competences, and proceed accordingly to the procedures for the different researchers' categories. The members of the selection panels should be sufficiently aware of the procedures. The committees should have an adequate gender/diversity balance.

2.3. About appointment:

All appointments at ULiege are in conformity with the Belgian law, and include social security. The researchers must be informed about their obligations and rights (including IP).

3. ACTIONS TO BE DEVELOPPED

The ULiege will, within the next 3 years in the framework of the HRS4R process,

- Compile an internal "Good recruiting practices guide" including the actual rules and procedures for the recruitment of all researcher positions. This guide will be disseminated widely to the scientific community.
- organise training and awareness raising of all the new academics who are involved in the recruitment processes
- study possibility of e-recruitment (application, selection) for avoiding discrimination against applicants who are to be interviewed

- establish a quality control mechanism of the OTM-R combined with the internal assessment of the HRS4R

4. DEROGATION

Derogation to this policy is possible in case of retention, re-deployment or re-integration as well as for positive action against discrimination. The request for derogation must be transparent, justified and documented. It cannot be derogated to the applicant adequacy to the job nor to its merit for being selected.

5. CONTACT

ULiege's Administration will assist and advise staff of Research Units in managing the recruitment of permanent or non-permanent researchers and doctoral candidates.

Procedures: General Direction – Monique Marcourt

Templates and support: Human Resources Department – Anne Goffin

Euraxess advertising: Research Administration – Brigitte Ernst