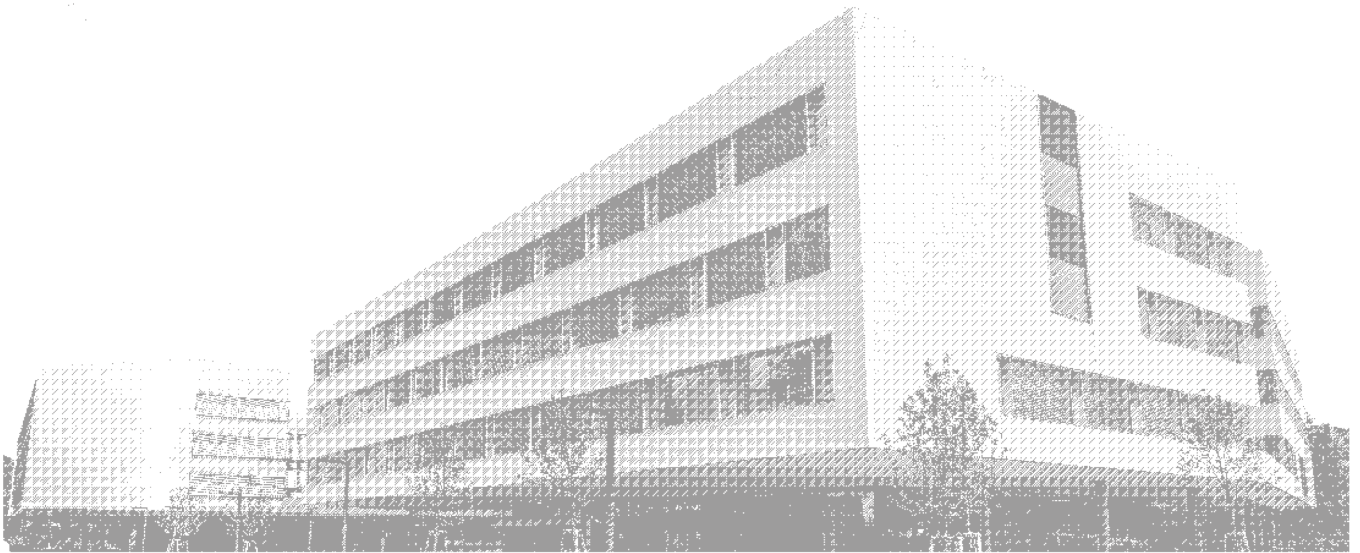




OTM-R Policy

St. Pölten UAS

March 2023

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The St. Pölten UAS carries out socially relevant and application-oriented research and is one of the most research-intensive universities of applied sciences in Austria.

With its the Strategy 2025, the St. Pölten University of Applied Sciences pursues various main strategic directions. These serve as a framework for the regular derivation, adjustment, and re-sharpening of strategic goals and as a basis for decisions and operational subgoals. A key strategic focus is on expanding our research and further professionalisation of research. This is to be achieved through:

creating an inspiring and research-promoting environment, a stronger interdisciplinary orientation, intensive interaction with leading companies, SMEs, and interested citizens in our regional environment, strengthening our positioning in the European research area, a more intensive interlinking of teaching and research, and a focus on people and society in our research questions.

In 2016, the “Letter of Commitment for Researchers at the St. Pölten UAS” already made direct reference to the standards of the Charter for Researchers and the Code of Conduct for the Recruitment of Researchers of the European Commission. In January 2019, the St. Pölten University of Applied Sciences officially committed itself to the Charter, the Code of Conduct, and the OTM-R (open, transparent, and merit-based recruitment). In September 2020, the UAS was awarded the HR Excellence in Research logo by the European Commission following its efforts in the implementation of the Human Resources Strategy for Researchers. The following OTM-R policy ensures the high-quality recruitment of researchers.

Admission

- We want to recruit the most suitable applicants for the St. Pölten UAS.
- The research positions at our University of Applied Sciences are described in the career model for teaching and research staff and the required criteria are presented transparently. The St. Pölten UAS attaches great importance to international comparability with regard to European research positions. This guarantees high standards, although standardised positions are not binding for the Austrian UAS landscape in a legal manner or by a wage agreement.
- In general, all vacant positions are publicly advertised. For Research Assistants and, in exceptional cases, Junior Researchers, there is a simplified selection procedure (without a job advertisement).
- The St. Pölten University of Applied Sciences has a multi-level admission process which is publicly accessible on the career site. The online forms are in accordance with the career model.

All selection documents (interview guide, observation sheet for hearings) are standardised and applicable to all applicants.

- A defined recruiting process and the described hearing process (with clear rules regarding the professional composition and gender balance) set binding guidelines and quality criteria for the selection of researchers. All applicants will receive an according notification until the process is completed. A contact person from recruiting is available for inquiries from applicants.
- The admission procedure according to professional and independent criteria (career model, observation sheet, interview guide) helps to select the most suitable candidates. The recognition of qualifications acquired by alternative means shall be taken into account if they are compatible with the required performance / formal criteria required by funding bodies.
- All stakeholders involved in recruiting (Hearing Committee, Recruiting, Executive Directors) use the tools necessary for the admission process such as interviewing, observation at hearings, and providing feedback in a high-quality manner.
- The St. Pölten UAS is committed to addressing international interested parties and, therefore, makes use of as many different online platforms as possible, including Euraxess. For this reason, job advertisements are also made available in English where it makes sense. A dedicated "contact point for international applicants and staff" supports the applicants in the application as well as in the hiring phase. The UAS uses an in-house e-recruiting tool which ensures usability and keeps the administrative work for the applicants to a minimum.
- The quality control in recruiting includes, among other things, the annual application report, the applicants' feedback on the application process and staff turnover figures.
- The St. Pölten UAS, as stated in its Gender Equality Plan, strives to promote underrepresented groups as well as gender- and diversity-sensitive further development accordingly. Therefore, in all elements and steps of the entire recruiting process, attention is paid to a gender- and diversity-promoting attitude. Furthermore, the Gender and Diversity Officer is present at hearings and has insight into the applications.
- The systematic annual personnel planning process supports the fulfilment of the objectives of the OTM-R policy.

Position

- We need highly qualified researchers who also participate in the further development of our teaching. Therefore, we systematically support and promote our researchers at the St. Pölten UAS and we expect them to actively contribute to their own development.

- The support of researchers (including qualification agreements with supervising mentors) is offered to them throughout their entire time as a staff member of the St. Pölten UAS.
- Researchers of the St. Pölten UAS should be as internationally visible and connected as possible and it is important to us that they have good career prospects in the areas of research, business, and administration even beyond their career at the St. Pölten UAS. We support international publication and lecture activities as well as the participation in international conferences.
- As a European University, we are an inspiring source of knowledge transfer and skills acquisition for all people who contribute to an inclusive and progressive society.
- Research and knowledge transfer are essential pillars in the Strategy 2025 of the St. Pölten UAS and thus contribute – in the sense of “mission-oriented research” – to solving the key challenges of our time. We are recognised as a research-intensive university of applied sciences, work closely with other research facilities, companies and institutions, continuously expand our expertise in application-oriented research and development projects, publish new findings in renowned scientific journals, and we are present at international conferences.

Working Conditions

- The St. Pölten UAS, as a university and as an employer, offers a research-friendly environment. This means that it creates technical, social and legal framework conditions that make research possible as well as facilitate and promote it. The contractual conditions between the St. Pölten UAS as an employer and the research staff are designed with this in mind. For researchers at the St. Pölten UAS, job descriptions are comprehensively available, depending on how they are embedded in research, and they go hand in hand with the respective (internationally comparable) positions of the career model for teaching and research staff.
- Researchers at the St. Pölten UAS are offered attractive working conditions (e.g., flexible working hours, career breaks, flexitime model, promotion of development with qualification agreements, contact point for research funding, contact point for international staff members).
- Universities of applied sciences work predominantly in the field of project-related and applied research. The St. Pölten UAS offers a vast majority of permanent employment contracts (with the exception of fixed-term project employment contracts and parental leave positions).
- As part of the workplace health promotion programme “FHit!”, the St. Pölten UAS promotes an environment that provides employees with the opportunity to work in a healthy and motivated manner. For this purpose, the UAS has received the seal of approval for “Betriebliche Gesundheitsförderung” (workplace health promotion) from the Austrian Health Insurance Fund.

- In all its activities, the St. Pölten UAS always puts the people at the centre – both in the development of offers as well as in the way of working together. In doing so, each individual personality is valued and inclusion and diversity are promoted. Respectful encounters at eye level make it possible to see opportunities in differences. This way of working promotes curiosity, creativity, and resourcefulness. Our UAS is characterised by an active, lived culture of dialogue across disciplines and generations.