# *Annex No. 1 to the Regulations on the Conduct of Recruitment Processes for Scientific Positions at the Ludwik Hirszfeld Institute of Immunology and Experimental Therapy, Polish Academy of Sciences*

This annex defines the recommended minimum formal requirements for individuals applying by way of a recruitment process for employment in scientific positions at the Ludwik Hirszfeld Institute of Immunology and Experimental Therapy, Polish Academy of Sciences. All achievements of candidates presented in the application for employment in a given scientific position will be assessed, including achievements meeting the minimum formal requirements.

## Assistant Position

This position is intended for individuals in the early stages of their scientific careers, who possess general theoretical knowledge and practical experience outlined in the recruitment process.

Candidates applying for the assistant position should at minimum:

1. hold a master's degree, a master's degree in engineering, or an equivalent title in the specified field and discipline, obtained no more than 8a years prior to the application date, subject to Article 89(7) of the Polish Academy of Sciences Act,
2. present a description of their most significant scientific achievements,
3. have at least one original publication with an Impact Factor (IF), in which the candidate is the first author; the candidate's contribution to the publication should be described in detail,
4. present a research plan.

In particularly justified cases, a candidate may be employed as an assistant despite not meeting the requirement specified in point 3 above.

## Adjunct Position

This position is intended for individuals who possess general theoretical knowledge in the field of conducted or planned research, can independently conduct scientific work, and have solved an original scientific problem. Candidates applying for the adjunct position should at minimum:

1. hold a doctoral degree in the specified field and discipline, subject to Article 89(6) of the Polish Academy of Sciences Act,
2. present a description of their most significant scientific achievements,
3. have at least 3 publications with an IF published within 5a years prior to the application date. Among these, at least 2 must be original papers, in which the candidate is a leading author (first/equal first/last/corresponding); the candidate's contribution should be described in detail,
4. lead at least one research grant or a grant assignment, or receive a scholarship under which scientific research was/is conducted, with an implementation period of at least 12 months. The grant or scholarship must have been awarded via external competition,
5. have completed at least 1 foreign scientific internship during which the candidate conducted scientific research,
6. demonstrate supervision of less experienced staff, such as interns, trainees, or students,
7. present a research plan.

In particularly justified cases, a candidate may be employed as an adjunct despite not meeting the requirements specified in points 3-6 above.

## Institute Professor Position

This position is intended for individuals whose scientific achievements constitute a significant contribution to the development of the discipline in the field of conducted or planned research. Candidates applying for the institute professor position should at minimum:

1. hold a habilitation degree in the specified field and discipline, subject to Article 89(6) of the Polish Academy of Sciences Act,
2. present a description of their most significant scientific achievements.,
3. have at least 10 publications with an IF published within 10a years prior to the application date. Among these, at least 5 must be original papers, in which the candidate is the lead author (first/equal first/last/corresponding); the candidate's contribution should be described in detail,
4. lead:
	* an ongoing or awarded research grant, conducted with a team, obtained via external competition, with a duration of at least 24 months,

or

* + an assignment within an ongoing or awarded research grant, obtained via external competition, conducted with a team, with a duration of at least 24 months,

or

* + two completed and successfully settled research grants or grant assignments, conducted with a team, obtained via external competitions, with a total duration of at least 48 months,
1. have completed scientific internship(s), including at least one foreign internship, during which the candidate conducted scientific research aimed at solving a scientific problem, with a total duration of the internship(s) no shorter than 6 months,
2. demonstrate supervision of less experienced staff, such as interns, trainees, students, or doctoral candidates,
3. present documented scientific collaborations,
4. present a research plan.

In particularly justified cases, a candidate may be employed as an institute professor despite not meeting the requirements specified in points 3-7 above.

## Professor Position

This position is intended for individuals with outstanding national or international scientific achievements in the field of conducted or planned research. Candidates applying for the professor position should at minimum:

1. hold the title of professor in the specified field and discipline, subject to Article 89(6) of the Polish Academy of Sciences Act,
2. present a description of their most significant scientific achievements,
3. have at least 10 publications with an IF published within 10a years prior to the application date. Among these, at least 8 must be original papers, in which the candidate is the lead author (first/last/corresponding); the candidate's contribution should be described,
4. lead:
	* two settled research grants and one ongoing or awarded grant, obtained via external competitions, conducted with a team, with a total duration of at least 72 monthsb,

or

* + assignments in at least two settled international research grants and one assignment in an ongoing or awarded international research grant, obtained via external competitions, conducted with a team, with a total duration of at least 72 monthsb,

or

* + at least three completed and successfully settled research grants or international grant assignments, conducted with a team, obtained via external competitions, with a total duration of at least nine yearsb,
1. lead a research team conducting scientific studies, including supervising two doctoral dissertations successfully defended,
2. present documented national and international scientific collaborations,
3. present a research plan,

In particularly justified cases, a candidate may be employed as a professor despite not meeting the requirements specified in points 3-6 above.

**ᵃ This period may be extended by the number of months spent on leave related to childcare, granted under the conditions specified in the Labor Code.** In the case of women, it may be extended by **18 months for each child born or adopted**, if this method of accounting for career breaks is more beneficial for the scientific career. The period may also be extended by **the time spent on long-term (over 90 days) documented sick leave or rehabilitation benefits** due to incapacity for work. Additionally, it may be extended **for documented interruptions in scientific work due to employment in the non-academic sector** (e.g., applied research, development, or teaching).

**ᵇ** a combination of leading a grant and leading an international grant assignment with a total duration of 72 months is permitted.