

## Appendix 1 JOB REQUIREMENT SCHEME FOR TEACHING AND RESEARCH STAFF

*Description of position / documentation using attached form for describing duties*

*The positions typically involved at various levels are described in the table of requirement levels. If a position on levels 1–4 is weighted towards research, then references to teaching and counselling will not guide the selection of level.*

Level	Nature and responsibilities of the work	Interaction skills	Knowledge and skills
<b>1</b>	Postgraduate research Postgraduate studies	Small-scale teaching involved in the employee's own postgraduate studies under the guidance of a supervisor/director	Master's degree
<b>2</b>	Postgraduate research work or other guided research work Postgraduate studies Minor duties unrelated to the employee's own postgraduate research	Small-scale teaching involved in the employee's own postgraduate studies or interaction skills required for project-based work	Master's degree
	<i>Principal difference from the preceding level: increased requirement of teaching duties, possible participation in duties assisting teaching and facility administration, progress of postgraduate studies</i>		
<b>3</b>	Postgraduate research work or other research work Postgraduate studies Duties associated with undergraduate teaching and with teaching and facility administration, or more demanding project duties	Duties involving counselling undergraduates or interaction skills required for project-based work	Master's degree
	<i>Principal difference from the preceding level: participation in student counselling, more demanding duties of teaching and facility administration, acquisition of academic qualifications, independent responsibility for the employee's research work as part of a project team</i>		
<b>4</b>	Research work involved in postgraduate studies or independent research work involving good command of methodology Duties performed independently associated with undergraduate teaching, and with teaching and/or university administration	Teaching assistant duties	Studies equivalent to a Licentiate degree
	<i>Principal difference from the preceding level: increase in academic qualifications, duties of teaching and administration performed more independently, increase in requirement of research duties and possible responsibility for fairly minor projects</i>		

Level	Nature and responsibilities of the work	Interaction skills	Knowledge and skills
5	<b>duties weighted towards research:</b>		
	Independent academic research work Duties associated with undergraduate teaching, and/or with university administration	Guiding undergraduate thesis work in the employee's own field of research Planning and implementing research projects Serving as chief researcher in a research team Social and academic specialist duties	Doctoral degree or other researcher training
	<i>Principal difference from the preceding level: separation of teaching and research position profiles, achievement of academic qualifications, diversification of teaching, involvement in specialist duties, increase in size of a possible project team for which the employee may be responsible</i>		
	<b>duties weighted towards teaching:</b>		
	Independent teaching duties Duties include assessment and development Departmental duties	Planning and implementing educational modules Undergraduate level teaching Guidance of undergraduate students	Good teaching ability Requires overall command of teaching field
<i>Principal difference from the preceding level: separation of teaching and research position profiles, increased responsibility and independence in teaching duties</i>			
6	<b>duties weighted towards research:</b>		
	Independent academic research work Duties associated with undergraduate and especially postgraduate teaching, and with university administration	Senior research organisation duties and duties associated with directing a research team Procurement of research financing Directing undergraduate thesis research Academic and social specialist duties Independent responsibility for clinical work	Doctoral degree
	<i>Principal difference from the preceding level: academic qualifications, responsibility for postgraduate education, diversification of specialist duties, increased emphasis on financial responsibility</i>		
	<b>duties weighted towards teaching:</b>		
	Extensive teaching responsibilities Teaching work valued by the university community Departmental and organisational duties	Undergraduate teaching Counselling in thesis writing Subject responsibility Leading extensive teaching courses Responsibility for improving instruction	Duties requiring experience in teaching and counselling Good teaching ability Long-term teaching experience
<i>Principal difference from the preceding level: increased experience requirement, inclusion of subject responsibility, more demanding development duties, counselling in thesis writing</i>			
7	Teaching and research work valued by the university community	Creating and maintaining a co-operation network in the academic and educational sector Planning and organising research projects Responsibility for using resources Responsibility for the educational programme Responsibility for postgraduate education / very broad responsibility for education Academic and social specialist duties Extensive responsibility for clinical work	Diversified teaching experience in both undergraduate and postgraduate education Ability to assume responsibility for the discipline
	<i>Principal difference from the preceding level: teaching and research duties in the same profile, but duties may be weighted towards teaching or research. Increased importance of responsibility, diversity either in academic work or teaching experience, increased need for collaboration and external functions</i>		

SALARY SYSTEM FOR UNIVERSITIES SSU (Appendix 1)  
Job requirement scheme for teaching and research staff

Level	Nature of work	Interaction skills and responsibility	Knowledge and skills
<b>8</b>	Teaching and research work highly valued by the academic community	Creating and maintaining an academic co-operation network – also internationally Extensive responsibility for the discipline and its development Planning, organising and co-ordinating research projects and networks Responsibility for using research resources Extensive responsibility for the educational programme or responsibility for leading and improving research Extensive responsibility for postgraduate education Extensive academic and social specialist duties	Eligibility to serve as a professor Diversified teaching experience in both undergraduate and postgraduate education
	<i>Principal difference from the preceding level: diversity of duties, broad scope of duties and responsibilities, in-depth ability and emphasis on academic appreciation, international dimension, eligibility to serve as a professor</i>		
<b>9</b>	Teaching and research work highly valued by the academic community	Creating and maintaining an extensive academic co-operation network – especially internationally Extensive responsibility for the discipline and its development Strategic planning, organising and co-ordination of research projects and networks Extensive responsibility for using research resources Extensive responsibility for the educational programme or extensive responsibility for leading and improving research Extensive responsibility for postgraduate education Demanding academic and social specialist duties	Eligibility to serve as a professor Diversified teaching experience in both undergraduate and postgraduate education
	<i>Principal difference from the preceding level: Emphasis on the diversity and extent of academic esteem, duties, responsibilities and co-operation networks</i>		
<b>10</b>	Teaching and research work very highly valued by the academic community	Extensive creation and maintenance of an academic co-operation network – especially internationally Extensive responsibility for the discipline and its development Strategic planning, organising and co-ordination of major research projects and networks Extensive responsibility for using research resources Extensive responsibility for the educational programme or extensive responsibility for leading and improving research Extensive responsibility for postgraduate education, including directing a postgraduate education organisation Highly demanding academic and social specialist duties	Eligibility to serve as a professor Diversified teaching experience in both undergraduate and postgraduate education
	<i>Principal difference from the preceding level: Highly demanding level, advancement to this level requires very broad responsibilities and job demands</i>		
<b>11</b>	Teaching and research work very highly valued by the academic community	Creating and maintaining extensive academic co-operation networks – especially internationally Strategic planning, organising and co-ordination of research projects and networks at the highest level Very extensive responsibility for using research resources Exceptionally demanding academic duties Extensive responsibility for postgraduate education, including directing a postgraduate education organisation Highly demanding academic and social specialist duties	Eligibility to serve as a professor Highly diversified and broad teaching and research experience
	<i>Principal difference from the preceding level: The most demanding level, advancement to this level is exceptional and requires very broad responsibilities and job demands</i>		

## JOB REQUIREMENT SCHEME, ARTS

*Description of position / documentation using attached form for describing duties*

*The positions typically involved at various levels are described in the table of requirement levels. If a position on levels 1–4 is weighted towards research, then references to teaching and counselling will not guide the selection of level.*

Level	Nature and responsibilities of the work	Interaction skills	Knowledge and skills
<b>1</b>	Research and/or artistic work involved in postgraduate research Postgraduate studies	Small-scale teaching involved in the employee's own postgraduate studies under the guidance of a supervisor/director	Master's degree
<b>2</b>	Research and/or artistic work involved in postgraduate research Postgraduate studies Minor duties unrelated to the employee's own postgraduate research	Small-scale teaching involved in the employee's own postgraduate studies or other teaching work or interaction skills required for project-based work	Master's degree
<i>Principal difference from the preceding level: increased requirement of teaching duties, progress of postgraduate studies, possible participation in duties assisting teaching and facility administration</i>			
<b>3</b>	Research and/or artistic work involved in postgraduate research Postgraduate studies Duties associated with undergraduate teaching and with teaching and facility administration, or more demanding project duties Responsibility for the employee's own research as part of a project team	Duties involving counselling undergraduates or responsible duties in a project team	Master's degree
<i>Principal difference from the preceding level: participation in student counselling, more demanding duties of teaching and facility administration, acquisition of artistic and/or scientific qualifications, responsibility for implementing work of a project team</i>			
<b>4</b>	Research and/or artistic work involved in postgraduate studies Duties performed independently associated with undergraduate teaching, and with teaching and/or university administration  Alternatively: Independent research work involving a good command of methodology	Teaching assistant duties or minor independent teaching duties	Studies equivalent to a Licentiate degree
<i>Principal difference from the preceding level: duties of teaching and administration performed more independently, increase in artistic and/or scientific qualifications, increase in requirement of research duties and possible responsibility for fairly minor projects</i>			

SALARY SYSTEM FOR UNIVERSITIES SSU (Appendix 1)  
Job requirement scheme for teaching and research staff

Level	Nature of work	Interaction skills and responsibility	Knowledge and skills
5	<b>duties weighted towards research:</b>		
	Independent research and/or artistic work Duties associated with undergraduate teaching, and/or with university administration	Guiding undergraduate thesis work in the employee's own field of research and/or artistic activities Planning and implementing research projects Serving as a researcher or member responsible for the work of a research team and/or artistic project Scientific and/or artistic and social specialist duties	Doctoral degree or other researcher training
	<i>Principal difference from the preceding level: separation of teaching and research position profiles, achievement of scientific and/or artistic qualifications, diversification of teaching, involvement in specialist duties</i>		
	<b>duties weighted towards teaching:</b>		
	Independent teaching duties Duties include assessment and development Departmental duties	Planning and implementing educational modules Basic study level teaching Undergraduate level teaching Guidance of undergraduate students	Good teaching ability Artistic qualifications Requires overall command of teaching field
	<i>Principal difference from the preceding level: separation of teaching and research position profiles</i>		
6	<b>duties weighted towards research:</b>		
	Independent research and/or artistic work Duties associated with undergraduate and especially postgraduate teaching, and with university administration	Senior duties organising research and/or artistic activities, and duties associated with directing a research team and/or artistic project Procuring finance Directing undergraduate thesis research Scientific and/or artistic and social specialist duties	Doctoral degree
	<i>Principal difference from the preceding level: scientific and/or artistic qualifications, responsibility for postgraduate education, diversified specialist duties</i>		
	<b>duties weighted towards teaching:</b>		
	Teaching work valued by the university community Departmental and organisational duties	Undergraduate teaching Guiding Master's thesis writing Subject responsibility Leading extensive or demanding instruction courses Responsibility for improving instruction	Duties requiring long-term experience in teaching and counselling Good teaching ability Artistic qualifications and adequate teaching skills
	<i>Principal difference from the preceding level: increased experience requirement, inclusion of subject responsibility, more demanding development duties, counselling in Master's thesis writing</i>		

SALARY SYSTEM FOR UNIVERSITIES SSU (Appendix 1)  
Job requirement scheme for teaching and research staff, arts

Level	Nature of work	Interaction skills and responsibility	Knowledge and skills
<b>7</b>	Teaching and artistic work valued by the creative and performing arts community	Creating and maintaining a co-operation network in the artistic and educational sector Planning and organising projects Responsibility for using resources Responsibility for the educational programme Responsibility for postgraduate education Artistic and social specialist duties	Diversified teaching experience in undergraduate and/or postgraduate education Ability to assume responsibility for the artistic discipline
	<i>Principal difference from the preceding level: teaching and research duties in the same profile, but duties may be weighted towards teaching or research. Increased importance of responsibility, diversity in, for example, teaching experience or artistic work, increased need for collaboration and external functions</i>		
<b>8</b>	Teaching and artistic work highly valued by the creative and performing arts community	Creating and maintaining an artistic co-operation network, having regard to the international dimension Extensive responsibility for top-level education in the artistic discipline and for its development Planning, organising and co-ordinating projects and artistic productions Responsibility for using the resources of projects and artistic productions Responsibility for postgraduate education Extensive artistic and social specialist duties	Eligibility to serve as a professor Diversified teaching experience at university level or other proven teaching skills
	<i>Principal difference from the preceding level: diversity of duties, broad scope of duties and responsibilities, in-depth ability and emphasis on artistic appreciation, international dimension, eligibility to serve as a professor</i>		
<b>9</b>	Teaching and artistic work highly valued by the creative and performing arts community	Creating and maintaining an artistic co-operation network – especially internationally Extensive responsibility for top-level education in the artistic discipline and for its development Planning, organising and co-ordinating projects and artistic productions and networks Extensive responsibility for using the resources of projects and artistic productions Responsibility for postgraduate education Demanding artistic and social specialist duties	Eligibility to serve as a professor Diversified teaching experience at university level or other proven teaching skills
	<i>Principal difference from the preceding level: Emphasis on the diversity and extent of artistic esteem, duties, responsibilities and co-operation networks</i>		

SALARY SYSTEM FOR UNIVERSITIES SSU (Appendix 1)  
Job requirement scheme for teaching and research staff

Level	Nature of work	Interaction skills and responsibility	Knowledge and skills
<b>10</b>	Teaching and artistic work very highly valued by the creative and performing arts community	Extensive creation and maintenance of an artistic co-operation network – especially internationally Extensive responsibility for top-level education in the artistic discipline and for its development Strategic planning, organising and co-ordination of major projects and artistic productions and networks Extensive responsibility for using the resources of projects and artistic productions Extensive responsibility for postgraduate education – also directing a postgraduate education organisation in the creative and performing arts Very demanding artistic and social specialist duties	Eligibility to serve as a professor Diversified teaching experience in both undergraduate and postgraduate education
<i>Principal difference from the preceding level: Highly demanding level, advancement to this level requires very broad responsibilities and job demands</i>			
<b>11</b>	Top level artistic work and associated teaching	Creating and maintaining extensive artistic co-operation networks – especially internationally Very extensive responsibility for top-level education in the artistic discipline and for its development Strategic planning, organising and co-ordination of demanding projects and artistic productions and networks Very extensive responsibility for using the resources of projects and artistic productions Exceptionally demanding artistic duties Extensive responsibility for postgraduate education – also directing a postgraduate education organisation in the creative and performing arts Very demanding artistic and social specialist duties	Eligibility to serve as a professor Highly diversified and broad teaching and research experience
<i>Principal difference from the preceding level: The most demanding level, advancement to this level is exceptional and requires very broad responsibilities and job demands</i>			