

# OTMR-Policy

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. As stated in the "Strategy 2021", the St. Pölten UAS is committed to the Bologna Declaration and pursues the goals of the European Research Area. The "Commitment for Researchers of the St. Pölten University of Applied Sciences" directly refers to the standards of the European Charter for Researchers and the Code of Conduct for their Recruitment. In January 2019, the St. Pölten University of Applied Sciences officially committed itself to the Charter, Code and OTM-R (open, transparent and merit-based recruitment).

## Admission

- We want to recruit the most suitable applicants for the St. Pölten UAS.
- The research positions of our University of Applied Sciences are described in the career model for teachers and researchers which are accessible to all applicants. 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 post).
- The St. Pölten University of Applied Sciences has a multi-level admission process which is publicly available on the career site. The online forms are in accordance with the career model. All admission 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. For inquiries from applicants, a contact person from recruiting is available.
- 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 societies for the promotion of the St. Pölten UAS.
- 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. 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 high usability and keeps the administrative work for the applicants to a minimum.
- Research and knowledge transfer are essential pillars of the UAS strategy and therefore mission-oriented. We are committed to responsible science. As a rule, our research projects are interdisciplinary, applied and internationally oriented and therefore suitable for attracting internationally renowned researchers.
- The quality control in recruiting includes, among other things, the annual application report, the applicants’ feedback on the application process and staff turnover figures.
- St. Pölten is committed to further promoting underrepresented groups. A Gender and Diversity Officer is present at hearings and has insight into the application process.
- The systematic annual personnel planning process supports the fulfilment of the objectives of the OTMR 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 and a mentoring system) 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.

## Working Conditions

- The St. Pölten UAS, as a university and as an employer, offers a research-friendly environment, which 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 in regards to these conditions. 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, flextime 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 fixed-term and unlimited employment contracts starting with the Junior Researcher position.
- The St. Pölten University of Applied Sciences offers and creates a working environment in which personnel management, strategic HR planning and, derived from this, personnel development and personnel planning/recruiting are systematically implemented and measures in these areas are offered as needed.