



Reg. no.: ORU 1.2.1-02219/2016

This is a translation of a Swedish document. In the event of a discrepancy, the Swedish-language version shall prevail.

**GUIDELINES FOR APPOINTMENT  
OF NON-SALARIED DOCENTS BY THE  
FACULTY BOARD OF MEDICINE AND HEALTH (MH)**

## 1 Background

The Vice-Chancellor has in instructions to the faculty boards<sup>1</sup> set out the following main criteria for granting docent status:

- For researchers to be appointed as non-salaried docents, it shall be deemed beneficial for research and teaching within the faculty board's area of responsibility.
- The person concerned should normally be employed at Örebro University, but may be employed by another employer, deemed strategically important for the University.
- The docent is appointed in a main field of study and/or third-cycle subject area.
- Eligible for appointment as docents are those who have obtained a doctoral degree and meet the criteria concerning research and teaching expertise that have been laid down by the faculty board for the appointment as docent.
- The application for appointment as a docent is submitted to the faculty board.

## 2 General

Eligible for appointment as docent are those who have obtained a doctoral degree and who have the required research and teaching expertise. Holding a docentship in a subject means that the holder has demonstrated autonomous research ability and teaching competency, and that they possess a notably higher degree of research expertise than is required for a doctoral degree.

Holding a docentship also means that the docent is expected to accept assignments as external reviewer, supervisor, member of examining committees and other expert assignments, as well as actively assume responsibility for and be proactive in teaching as well as research.

An application for the status of docent should normally be submitted no earlier than three years after obtaining a doctoral degree. The purpose of this interval is to enable the applicant to develop and document their autonomy as a researcher and to establish their own research projects.

Assessment of the applicant's competence is not based solely on the demonstrated expertise thus far. It is also essential that they are able to present plans for future research and teaching activities.

Those who are employed at Örebro University and who have been granted docent status at another university in Sweden, do not need to apply for a transfer, as such a status has full validity also at Örebro University.

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<sup>1</sup> Vice-Chancellor instructions to faculty boards, ORU 1.2.1-02266/2015

### **Applicants from Region Örebro County**

For applicants who have their employment at Region Örebro County (RÖL), and no concurrent employment at Örebro University (ORU), affiliation with ORU is required by local agreement<sup>2</sup> before the appointment of non-salaried docents can be considered by the faculty board.

### **3 Research expertise**

In addition to what is required for the doctoral degree, the applicant must display notable research expertise and skills in their total research production, including among others, theoretical and methodological awareness, analytical acuity and a capacity for originality.

This means that the applicant after the defence of their doctoral thesis has, among other things:

- developed their autonomy as a researcher,
- specialised and broadened their own research,
- gained experience in managing research projects and seeking research grants.

It is essential that the candidate's research production is coherent and exhibits sufficient research depth. Works must be published or accepted for publication in reputable international journals with a referee system. The applicant shall demonstrate that they conduct their own research by stipulating in the application the degree of their participation in each of the works. In addition, the applicant must be the principal (first or last author) in at least half of the postdoctoral original works presented in the application. The works published before the thesis, but not included therein, may be included, but is not to be referred to as works in which the applicant was the principal author.

The benchmark for the overall scholarly production is 15 original works, including papers in the thesis. Deviations from the benchmark may vary depending on the scientific quality of the papers, the number of authors and authorship order, in addition to the character and scope with regard to the other publications.

### **4 Teaching expertise**

The applicant must have the ability to, in a skilful manner, create conditions for learning and development based on research and reflection on teaching and learning in both theory and practice the university's teaching, learning and didactic research and reflection, in accordance with Örebro University's educational philosophy<sup>3</sup>.

Örebro University's template for preparing a teaching portfolio is to be used for presentation of teaching expertise.<sup>4</sup>

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<sup>2</sup> Collaboration and conditions for linking active research staff at RÖL and ORU, so-called affiliation (ORU 6.1-03154/2015).

<sup>3</sup> Örebro University's Educational Philosophy, 1.2.1-04174/2015.

<sup>4</sup> The application form and a template for preparing a teaching portfolio is available on the faculty boards' website at [www.oru.se](http://www.oru.se)

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Teaching expertise is assessed with regard to among others, the realisation of the applicant's own teaching philosophy, results of the realisation of the same, as well as their teaching experience in various forms of teaching: lectures, seminars, demonstrations, supervision, prepared "bedside teaching" and so on. Teaching experience may include teaching at undergraduate, Master's or doctoral levels (first, second and third cycle respectively), as well as at the specialist training level and further education for medical doctors (specialised and continuing education courses). Teaching experience from teaching activities, in addition to the above mentioned, may also be cited.

A quantitative benchmark for the overall experience is 120 hours of teaching, including a maximum of 40 hours of research supervisor experience (independent project, supervision of doctoral students, works undertaken during specialist training). The majority of the cited teaching experience should be from the previous six years.

In addition, the applicant shall:

- have attained teaching expertise via the courses Learning and Teaching in Higher Education 1 and 2 or their equivalent, or account for otherwise obtained teaching competence,
- have completed the course Supervising Research Students or its equivalent,
- have experience as assistant supervisor for a doctoral student who has at least reached their mid-way review.

It is considered an additional qualification if the applicant also has any of the following experience:

- course responsibility
- course development
- teaching development work
- authored teaching materials
- clinical teaching development work

## **5 Other competence**

Community engagement and collaboration in line with so called "third stream activities" are considered an additional qualification when applying.

## **6 Subject competence**

For docentship in a clinical subject (medicine, surgical science with a specialisation in..., etc.), the applicant must be a specialist in the subject. For subjects lacking formal specialist competence requirements, the applicant must have completed professional clinical practice to a corresponding degree.

For docentship in specialist subjects within nursing (nursing science with a specialisation in... etc.), a postgraduate diploma from a specialist nursing programme is required.

## 7 Application

The application for appointment as a non-salaried docent in a specific subject area, is made using a designated form<sup>5</sup> and must be accompanied by the following documents:

- Recommendation of the application from the head of subject/ specialisation coordinator, including an assessment of the benefits for the research and teaching at Örebro University.
- Recommendation of the application from the head of school.
- Copy of doctoral degree certificate.
- Certificate of completion of the course Supervising Research Students or equivalent course in learning and teaching in higher education.
- Certificate of completion of the Learning and Teaching in Higher Education 1 and 2 courses or their equivalent, or documentation of equivalent competence.
- Testimonial from director of studies or equivalent, concerning teaching scope, character and quality.
- Teaching portfolio
- Curriculum vitae
- Publications (no abstracts) for external assessment

If the applicant has completed the above-mentioned courses at Örebro University, it is not necessary to attach course certificates to the application.

If the applicant's defence was held at Örebro University, it is not necessary to attach of the doctoral degree certificate to the application.

The application with attachments (including scholarly publications) shall be written in Swedish, Danish, Norwegian or English. Documents in other languages must be translated by an authorised translator into Swedish or English.<sup>6</sup>

The application is to be addressed to the Faculty Board of Medicine and Health, and sent electronically to [registrator@oru.se](mailto:registrator@oru.se) or by post (Records Office, Örebro University, 701 82 Örebro).

## 8 External expert

In assessing the applicant's qualifications and expertise, the opinion of an external expert shall be sought. Those proposed to act as external experts are to be a professor (unless special circumstances exist) at another higher education institution. In a written statement, the expert shall substantiate

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<sup>5</sup> The application form and a template for preparing a teaching portfolio is available on the faculty boards' website at [www.oru.se](http://www.oru.se)

<sup>6</sup> A list of translators can be obtained from Kammarkollegiet ([www.kammarkollegiet.se](http://www.kammarkollegiet.se)).

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their assessment of whether the applicant meets the requirements for research and teaching competence.

## **9 Decision**

Decisions on appointment of non-salaried docents or rejection of an application is made by the faculty board. When the decision on appointment has been made, the docent diploma is sent to the applicant.

## **10 Docent's lecture**

The newly appointed non-salaried docent is recommended to hold an introductory docent's lecture on their research. The target group can be the surrounding community, research colleagues or students. It is the responsibility of the relevant head of subject/ specialisation coordinator together with the docent, to arrange such a lecture.

## **11 Entry into force**

This decision is effective as of 1 March 2017.