

Secțiunea a 3-a. Completarea informațiilor

Postul de Conferențiar, poziția 7 din Statul de funcții al Departamentului de Științele educației din cadrul Facultății de Științe Socio-Umane

FORMULARUL INTRODUCERE POST NOU

Formularul va conține următoarele câmpuri:

Fields	Information
University	University of Oradea
Faculty	Faculty of Social and Human Sciences
Department	Department of Sciences of Education
Position in the Position Establishment	7
Didactic title	Associate professor
Study disciplines	<ul style="list-style-type: none">• Educational management (educational institution)• Class/Group Management
Scientific field	Sciences of Education
Short description of the available position	<p>The Associate Professor tenure, number 7 in the title list of the Sciences of Education Department (The Faculty of Social and Human Sciences, University of Oradea), includes:</p> <p>The teaching norm of minimum 8 hours and maximum 16 conventional hours;</p> <p>The activities in the title list contain:</p> <ul style="list-style-type: none">• teaching activities, seminars, practical works and laboratory works;• Research work;• Other activities: preparations for teaching, guiding the students, self-improvement, within 40 hours/week, respectively 720 hours/1st semester and 1024 hours/2nd semester; <p>The holder of the position is a subordinate of the Head of the Department and collaborates with colleagues within the Department;</p> <p>Among the duties and responsibilities of the holder of the position, we mention:</p> <ul style="list-style-type: none">• Conceiving, planning and organizing the teaching and scientific activities;• Using didactic materials;

	<ul style="list-style-type: none"> • Conceiving and applying the instruments for student evaluation; • Using optimal ways of communicating with the students; • Organizing and attending scientific reunions; • Publishing didactic and scientific materials; • Attending activities for pedagogical and specialty improvement; • Guiding students, scientific circles, graduating papers.
Attributions	<p>Activities included in the title list: activities of teaching courses and seminars, as follows:</p> <ul style="list-style-type: none"> • Educational management (educational institution), The type of activity: course. Program: Primary and Preschool Pedagogy (Oradea), Primary and Preschool Pedagogy (Beiuș), Primary and Preschool Pedagogy (the Hungarian section). Year of study: II. • Educational management (educational institution), The type of activity: seminary. Program: Primary and Preschool Pedagogy (Oradea), Primary and Preschool Pedagogy (Beiuș), Primary and Preschool Pedagogy (the Hungarian section). Year of study: II. • Class/Group Management The type of activity: course. Program: Primary and Preschool Pedagogy (Oradea). Year of study: III. • Class/Group Management, The type of activity: seminary. Program: Primary and Preschool Pedagogy (Oradea). Year of study: III. <p>Other duties: preparing the activities in the title list of the department, guiding graduating papers, final evaluation of students, activities in the graduation</p>

	committee, attending various committees and councils, methodical and scientific self-improvement, attending courses, conferences and their organizing, involvement in academic exchanges with national and foreign universities, authoring manuals, monographies, books and other teaching materials, guiding the students in choosing their professional route within the transferable credits system.
Salary	The minimum wage for the current position
The exact date of the announcement publishing in the Official Monitor	MO, no. 569/ 28.04.2017 , 3 rd part, page 48
The beginning and the end dates of applying for the job	28.04.2017 – 28.08.2017
The date, the day and the hour of the lecture	<p>a) The didactic lecture - 13.09. 2017, 13.00 o clock only for the candidates from outside the higher education system</p> <p>b) The public lecture with the subject „Perspectives regarding the academic career” – 13.09.2017, 14.00 o clock</p>
The place of the lecture	Practipass Office, The Faculty of Social and Human Sciences, University of Oradea
The dates of the competition tests, including lectures, courses etc.	<p>c) The didactic lecture - 13.09. 2017, 13.00 o clock only for the candidates from outside the higher education system</p> <p>a) The public lecture with the subject „Perspectives regarding the academic career” – 13.09.2017, 14.00 o clock</p>
The date of the announcement of the results	The same day with the communication of the results.
The beginning and the end dates of the appeals	Filling a complaint letter within 5 days from communicating the results – letter until 22.09.2017. Responding to the complaint - letter until 25.09.2017.
The topics of the contest examination	<p>Topics:</p> <ol style="list-style-type: none"> 1. Theories of management. Educational management - general characterization 2. Primary school and Preschool management

	<ol style="list-style-type: none"> 3. Administrative problems of school management 4. Class/Group management: general characterization ,sociological, historical and managerial arguments 5. Familiarizing perspectives on the class/group 6. Dimensional structure of class/group management 7. Negative consequences of a poor management <p>References:</p> <p>Barbu I.D., <i>Climatul educațional și managementul școlii</i>, Editura Didactică și Pedagogică, București; Cristea S., (2006), <i>Managementul organizației școlare</i>, Editura Didactică și Pedagogică, București; Cristea S., (1996) <i>Managementul educației</i>, Editura Didactică și Pedagogică, București; Gherguț A., (2007) <i>Management general și strategic în educație – ghid practic</i>, Editura Polirom, Iași; Iucu R.B., (2000) <i>Managementul și gestiunea clasei de elevi</i>, Editura Polirom, Iași; Joița E., (2000) <i>Management educațional</i>, Editura Polirom, Iași; Jinga I., (2003) <i>Managementul învățământului</i>, Editura ASE, București; Manea A.D., (2013) <i>Managementul organizației școlare</i>, Editura Eikon, Cluj-Napoca; Răduț-Taciu R., Bocoș M.D., Chiș O., (2015) <i>Tratat de management educațional pentru învățământul primar și preșcolar</i>, Editura Paralela 45, Pitești; Tudorică R., (2007) <i>Managementul educației în context european</i>, Editura Meronia, București.</p>
Description of the competition procedure	<p>COMPETITION METHODOLOGY</p> <ol style="list-style-type: none"> 1. Contest committee <ul style="list-style-type: none"> ▪ The establishment of the contest committee structure is decided after the publication of the contest

	<p>announcement.</p> <ul style="list-style-type: none"> ▪ The contest committee component includes substitute members. At least one of the members must be from outside the University of Oradea, from universities within the country or abroad. ▪ The department council in whose structure we find the position, will make nominal proposals of contest committee. ▪ The contest committee component is presented by the Dean to the Faculty Council in order to be approved according to the Committee Department proposals. ▪ The nominal component of the contest committee together with the approval of the Faculty Council will be submitted to the University Senate to be approved. ▪ After the university Senate approval, the contest committee will be named through the Rector's decision. ▪ Within 48 hours from the release of the Rector's decision, the decision will be send to the Ministry of Education and Research, and published both on the contest site and within the official gazette. ▪ The contest committee is formed of 5 members, including its president, specialists in the opened position's field or similar fields. ▪ In case of unavailability of a member in the committee work, the respective member will be replaced by the substitute member chosen by the president of the committee, named after following the same procedure as for the committee. ▪ The candidates to the associate professor positions or scientific researcher 2nd degree must include in
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its contest file at least 3 names and contact addresses of known specialist from the respective field that don't take part of the contest committee, within the country or abroad, and aren't tenure of the education institution whose position is being available for the contest, that have accepted to elaborate recommendation letters concerning the candidate's professional qualities.

- The committee decisions are taken through the secret vote.
- At least 3 members of the committee must be outside U.O., from universities within the country or abroad.
- The contest committee members must have a superior didactic or scientific title or at least to be equal with the position in the contest.

2. Candidate Evaluation

- The professional competencies of the candidate is being evaluated by the contest committee according to its contest file and the public lecture of minimum 45 minutes in which the candidate presents the most significant professional anterior results and its future university development plan. This task will also include a questioning session from the committee and the public.
- For the candidates that don't come from superior education, the lecture will be supported in front of the students, in the presence of the committee. **The lecture theme will be announced to candidates within 48 hours before the lecture, via webpage of U.O.**
- The contest committee for the position

	<p>of associate professor / scientific researcher II degree, composed according to <i>The Own Contest Methodology for the occupation of didactic and research positions within University of Oradea</i>, proceeds at the hierarchy, having in mind the foresights of Annexes no. 10-35 at <i>The Order concerning minimal necessary and compulsory standards for offering didactic or scientific titles within the superior education and offering degrees within research-development</i> , no. 6.560/2012, published in MO, PART I, No. 890 bis/27.XII.2012, respectively Order no. 4204/2013 of 15/07/2013, updated on 08/08/2013, rectification published in Gazette, Part I, no. 499/08.08.2013 - <i>Annex no. 10 with the minimum standards for the Psychology and Behavioral Sciences.</i></p> <ul style="list-style-type: none"> ▪ The contest committee president will make a report concerning the contest, based on the appreciative reviews typed by each member of the contest committee, respecting the candidate's hierarchy decided by the committee. ▪ The report concerning the contest is approved through the contest committee decision and signed by each of its members and president. ▪ The contest committee president will transmit the report, approved via committee's decision, the appreciative reviews and the original file of the candidate to the/faculty/department/centre board, respecting the given deadline for the contest. ▪ The contest files are sent, through the head secretary of the university to the University Senate. ▪ The contest report and the original file of the candidate will be sent by U.O. to the Ministry of Education and
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	<p>Research and CNATDCU, within the established deadline of the contest</p> <p>3. Appeals</p> <ul style="list-style-type: none"> ▪ The appeals will be exclusively submitted for the breaking of legal procedures ▪ If a candidate holds elements that can prove the breaking of contest legal procedures, he must write an appeal within 5 working days from the result. ▪ The appeal will be formulated in written; it will be registered at the U.O. registry and will be solved by the contest committee.
Document list	See the www.uoradea.ro website.
Address for application	University of Oradea, Human Resources Department, no. 1, Room I102a.
The contest committee	The contest committee is made of 5 people, including its president, specialists in the field or in close related fields.
Methodology	Uploads files with the doc, docx, or PDF extension. The accepted size of the attached files is 10Mb.