

### 3<sup>rd</sup>-section. Completing the information

**Associate Professor, the 8<sup>th</sup> position in Staff Establishment of the Department of Sociology, Social Work and Philosophy within the Faculty of Humanities and Social Sciences**

#### FORM FOR THE INTRODUCTION OF A NEW POSITION

**Formularul va conține următoarele câmpuri:**

<b>Nume câmp</b>	<b>Informații introduse</b>
<b>Universitatea</b>	University of Oradea
<b>Facultatea</b>	Faculty of Humanities and Social Sciences
<b>Departamentul</b>	Department of Sociology, Social Work and Philosophy
<b>Poziția în statul de funcții</b>	8 <sup>th</sup> position
<b>Funcție</b>	Associate Professor
<b>Discipline din planul de învățământ</b>	<ul style="list-style-type: none"><li>- Intervention Techniques in Social Work</li><li>- Counseling in Social Work</li><li>- Social services for disabled people</li></ul>
<b>Domeniul științific</b>	Sociology, Political and Administrative Sciences
<b>Descrierea postului scos la concurs</b>	<p>Associate Professor, position 8 in the Department of Sociology, Social Work and Philosophy's Position Establishment within the Faculty of Humanities and Social Sciences, includes:</p> <ul style="list-style-type: none"><li>- The didactic teaching norm of minimum 8 and maximum 16 conventional hours;</li><li>- The normalized activities within the position establishment include teaching activities, seminars, practical and, laboratory activities;</li><li>- Research norm;</li><li>- Other activities-didactic preparation, students guidance, training, material elaboration- a limit of 40 physical hours/week, respectively 720 hours in the 1st semester and 920 hours in the second semester.</li></ul> <p>Occupying this position implies a Bachelor and a PhD degree in the fields of Sociology-Social Work.</p> <p>The holder of this position is directly subordinated to the department director and collaborates with the colleagues within the department.</p>

	<p><b>Tasks and responsibilities:</b></p> <ul style="list-style-type: none"> <li>- Conceive, plan and organize didactic and scientific activities,</li> <li>- Didactic material usage</li> <li>- Conceive and apply students' evaluation instruments,</li> <li>- Use proper methods of communication with students,</li> <li>- Publish didactic and scientific papers,</li> <li>- Participate in pedagogical and specialty field training activities</li> <li>- Students preparation guidance: consultation, scientific workshops, elaboration of final papers.</li> </ul>
<b>Atribuții</b>	<ul style="list-style-type: none"> <li>• Normalized activities within staff position – teaching activities, seminars, practical and laboratory activities;</li> <li>- Study discipline: - <i>Intervention Techniques in Social Work</i></li> <li>- Activity type: course and seminar; study program: Social Work and Orthodox Theology - Social Work; year of study: II</li> <li>- Study discipline: - <i>Counseling in Social Work</i></li> <li>- Activity type: seminar activities, practical and laboratory work: Social Work; year of study: III;</li> <li>- Study discipline: <b>Social services for disabled people</b></li> <li>- Activity type: course and seminar; study program: The Management of Social Services; year of study: II</li> <li>• Other attributions: <ul style="list-style-type: none"> <li>- preparation of normalized activities within staff establishment</li> <li>- guidance regarding students' final papers</li> <li>- Evaluation within direct didactic activities</li> <li>- Evaluation and complementary activities within university final study commissions ;</li> <li>- Consultation</li> <li>- Scientific workshops guidance</li> <li>- Students' guidance in choosing the professional route within the transferable credits system</li> <li>- Participate at meetings, committees and assemblies for education interest;</li> <li>- Methodic and scientific preparation activities- individual preparation (selfdevelopment) ;</li> <li>- Course audition or participating at course modules ;</li> <li>- Participate at conferences, symposiums, congress organized within the main activity field or interdisciplinary fields;</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- Participate at organizing conferences, symposiums, congresses within the main activity field or collateral fields;</li> <li>- Participate in academic exchanges between universities in the country and abroad</li> <li>- Elaborate books, guidelines and other didactic materials;</li> <li>- Scientific research activities foreseen within the internal plan and research center;</li> <li>- Treaties elaboration, monographies and specialty books.</li> </ul>
<b>Salariul de încadrare</b>	
Data publicării anunțului în monitorul oficial	<b>MO, no. 324 from 10.06.2014, part III</b>
Perioada de început și sfârșit de înscriere	<b>10.06.2014-18.08.2014 at 16.00</b>
<b>Data, ziua din săptămână și ora susținerii prelegerii</b>	<p><b>a) Didactic /scientific lecture</b> - only for the candidates that do not come from higher education <b>08.09.2014, ora 13.00</b></p> <p><b>b) Public lecture on "Perspectives regarding the academic career"</b> September 8, 2014, Monday at <b>12.00</b></p>
Locul susținerii prelegerii	University of Oradea, Faculty of Humanities and Social Sciences, campus III, C 48 building, PractiPASS room.
<b>Datele de susținere a probelor de concurs, inclusiv a prelegerilor, cursurilor etc.</b>	<p><b>c) Didactic /scientific lecture</b> - only for the candidates that do not come from Higher Education - September 8, 2014, Monday</p> <p><b>d) Public lecture on "Perspectives regarding the academic career"</b> September 8, 2014, Monday</p>
<b>Data de comunicare a rezultatelor</b>	<b>08.09.2014</b>
<b>Perioada de început și sfârșit de contestații</b>	<b>15.09.2014, ora 16.00 – 17.09.2014, ora 16.00</b>
<b>Tematica probelor de concurs</b>	

Descrierea procedurii de concurs	
Lista de documente	<p>a) <b>The contest application form</b>, registered at the University of Oradea, signed by the candidate, accompanied by an affidavit concerning the authenticity of the information presented in the file (standard form);</p> <p>b) The candidate's <b>Curriculum vitae</b> in written and in electronic format in accordance with the Methodology framework including its subsequent amendments and additions, art. 14. The CV will include information on:</p> <ul style="list-style-type: none"> <li>• education level and diplomas;</li> <li>• work experience and working places;</li> <li>• research-development projects managed as project manager and grants received, in case there have been such projects and grants, with details in each case on the funding source, amount of funding and the most important publications or patents that resulted from the projects;</li> <li>• awards or other acknowledgments of the scientific contributions of the candidate.</li> </ul> <p>c) The candidate's <b>list of papers</b> in written and electronic format in accordance with the Methodology framework including its subsequent amendments and additions, art. 15; the list of papers will be structured as follows:</p> <ul style="list-style-type: none"> <li>• a list of no more than 10 papers considered by the candidate to be the most relevant for their professional achievements, and which are included in electronic format within the file and which can be also found in the other works categories mentioned in the current article</li> <li>• PhD thesis or theses;</li> <li>• patents and other industrial or intellectual property rights</li> <li>• books and book chapters;</li> <li>• articles/studies in extenso published in major international scientific journals;</li> <li>• papers in extenso included in publications of the main international professional conferences;</li> <li>• other papers and scientific contributions, or works of art, as the case may be.</li> </ul> <p>d) <b>The checklist regarding standards` fulfillment</b> in order to be accepted for the contest and/or to take the position in accordance with the minimal standards</p> <p>e) <b>The legalized PhD copy diploma</b> and if the original PhD diploma has been</p>

	<p>obtained abroad, the certificate of recognition or its validation by the state of Romania;</p> <p>f) <b>The summary</b> in Romanian and English <b>of the PhD thesis</b>, of maximum one page;</p> <p>g) <b>The candidate's statutory declaration</b> in which they present the situations of incompatibility as stipulated by Law no. 1/2011, situations the candidate might be in case of winning the contest or the absence of these situations of incompatibility;</p> <p>h) <b>Copies of other diplomas</b> that testify the candidate's studies: baccalaureate diploma or validation certificate, bachelor diploma or validation certificate, masters diploma or validation certificate – the original documents will be presented for conformity.</p> <p>i) <b>Transcripts</b>, diploma supplements or other school records issued for every study cycle - the original documents will be presented for conformity.</p> <p>j) <b>Copy of identity card or passport</b> or of another identity document as an equivalent for the identity card or <del>of</del> the passport;</p> <p>k) If the candidate changed his or her name, <b>copies of the documents that testify the change of the name</b> - marriage certificate or name changing proof;</p> <p>l) <b>Medical certificate</b> from which results that he or she is able to sustain didactic activity;</p> <p>m) <b>Maximum 10 publications</b>, patents or other papers of the candidate, in electronic format, selected by the candidate and considered to be the most relevant for his or hers professional accomplishments;</p> <p>n) <b>List of recommenders</b>, for the associate professor and full professor positions.</p> <p>o) A <b>proposal for the candidate's academic career development</b>, both in terms of teaching and of scientific research, in case of the universities that mention the public lecture as a competition phase.</p> <p>If there are papers that are not available in an electronic format or cannot be scanned (theatrical or musical interpretation, paintings, etc.) photos or recordings will be submitted.</p> <p>The contest file will also contain a CD/DVD or other electronic form, with the whole content scanned, so it would be send to the contest committee.</p> <p>The legal department of the University of Oradea issues a notification that certifies that the candidate fulfills the legal conditions required to attend the contest.</p>
<b>Adresa unde se trimite dosarul</b>	Human Resource Department, University of Oradea, University street no. 1, Oradea

de concurs	
Comisie	<p><b>Președinte:</b>  <b>prof. univ. dr. Floare Chipea (University of Oradea)</b></p> <p><b>Membri:</b>  <b>prof. univ. dr. Maria Roth ("Babeș-Bolyai" University from Cluj-Napoca);</b>  <b>prof. univ. dr. Adrian Hatos (University of Oradea)</b>  <b>conf. univ. dr. Adina Rebeleanu ("Babeș-Bolyai" University from Cluj-Napoca);</b>  <b>conf. univ. dr. Nelu Popoviciu ( Emanuel University from Oradea)</b></p> <p><b>Membri supleanți:</b>  <b>conf. univ. dr. Lavinia Popp ("Eftimie Murgu" University from Reșita)</b>  <b>conf. univ. dr. Sergiu Bălățescu (University of Oradea)</b></p>
Metodologie	<a href="http://www.socioumane.ro">www.socioumane.ro</a>