

## CRITERIA FOR APPOINTMENT AND PROMOTION OF LECTURERS

Faculty of Humanities, Leiden University

### **Teacher 4**

*(docent 4)*

#### *Requirements:*

1. Completed academic education;
2. Will have the University Teaching Qualification (UTQ / BKO) within one year;
3. Has the required level of the Dutch language;
4. Has the required level of the English language;
5. Some teaching experience;
6. Correct and complete fulfilment of the Teacher 4 responsibilities.

#### *Organisation:*

The Lecturer performs his/her duties under the final responsibility of the relevant Professor or Senior University Lecturer and in consultation with a University Lecturer or Lecturer (docent 2/teacher 2).

#### *Responsibilities:*

For the set of responsibilities, please see the job description for Teacher in the University Job Classification (UFO) system, the assigned core activities and the classification criteria. The responsibilities here are mostly focused on delivering regular study components that have already been developed.

*The full job scale is scale 10.*

**Teacher 3**  
(docent 3)

*Requirements:*

1. Has a PhD;
2. Has the University Teaching Qualification (UTQ / BKO);
3. Has the required level of the Dutch language;
4. Has the required level of the English language;
5. Considerable teaching experience at all levels in the various forms;
6. At least 6 years of countable experience;
7. Correct and complete fulfilment of the Teacher 3 responsibilities.

*Organisation:*

The Lecturer performs his/her duties under the final responsibility of the relevant Professor or Senior University Lecturer and in consultation with a University Lecturer or Lecturer (docent 2/Teacher 2).

*Responsibilities:*

For the set of responsibilities, please see the job description for Teacher in the University Job Classification (UFO) system, the assigned core activities and the classification criteria. The responsibilities here involve making an independent contribution to the academic education.

*The starting scale is scale 10.*

The teacher is placed in the starting scale if he/she does not yet fulfil the job completely or does not yet have at least 6 years of countable experience.

*The full job scale is scale 11.*

*The move from scale 10 to scale 11 can take place when:*

1. The above-stated requirements are fulfilled;
2. A recent positive evaluation is available.

**Teacher 2**  
(docent 2)

*Requirements:*

1. Has a PhD;
2. Has the University Teaching Qualification (UTQ / BKO);
3. Has the required level of the Dutch language;
4. Has the required level of the English language;
5. Considerable relevant experience in the area of education and management;
6. Participates in working groups, committees or project teams within the faculty and/or unit;
7. At least 12 years of relevant experience;
8. Correct and complete fulfilment of the Teacher 2 responsibilities.

*Organisation:*

The Lecturer performs his/her duties under the final responsibility of the relevant Professor or Senior University Lecturer and in consultation with a University Lecturer or Lecturer (docent 1/Teacher 1).

*Responsibilities:*

For the set of responsibilities, please see the job description for Teacher in the University Job Classification (UFO) system, the assigned core activities and the classification criteria.

*The starting scale is scale 11.*

The Lecturer is placed in the starting scale if he/she does not yet fulfil the job completely or does not yet have at least 12 years of countable experience.

*The full job scale is scale 12.*

*The move from scale 11 to scale 12 can take place when:*

1. The above-stated requirements are fulfilled;
2. A recent positive evaluation is available.

**Teacher 1**  
(docent 2)

*Requirements:*

1. Has a PhD;
2. Has the University Teaching Qualification (UTQ / BKO);
3. Has the required level of the Dutch language;
4. Has the required level of the English language;
5. Considerable relevant experience in the area of education, innovative learning and management;
6. Leads working groups, committees or project teams within the faculty or unit;
7. Broad understanding of the discipline and its interrelation with other academic fields, e.g. as evidenced by a series of publications of recognised prestige;
8. At least 12 years of relevant experience;
9. Correct and complete fulfilment of the Teacher 1 responsibilities.

*Organisation:*

The Lecturer performs his/her duties under the final responsibility of the relevant Professor or Senior University Lecturer.

*Responsibilities:*

For the set of responsibilities, please see the job description for Teacher in the University Job Classification (UFO) system, the assigned core activities and the classification criteria.

*The starting scale is scale 12.*

The teacher is placed in the starting scale if he/she does not yet fulfil the job completely or does not yet have at least 12 years of countable experience.

*The full job scale is scale 13.*

*The move from scale 12 to scale 13 can take place when:*

1. The above-stated requirements are fulfilled;
2. A recent positive evaluation is available.