**JOB APPLICATION APPENDIX**

Senior Academic Staff

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# INSTRUCTIONS

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| Please take the following information into account: * Where to upload: complete this document and add it to your [online application](https://jobs.uantwerpen.be/psc/hrprd_cgapeng/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?FOCUS=Applicant&Page=HRS_APP_SCHJOB&Action=U&FOCUS=Applicant&SiteId=310) in the ‘Attachments’ section. This information is required for the assessment of your application.
* Mandatory or optional:all items marked with an asterisk (\*) are mandatory. The other items are optional and can be completed at your own discretion.
* Privacy: your privacy is important to the University of Antwerp. You are not obliged to share information that compromises your privacy.
* Equal opportunities and diversity: the University of Antwerp is committed to equal opportunities for all candidates. We welcome applicants from diverse backgrounds and with diverse qualities, and we respect potential academic or non-academic career breaks. These might include long-term illness, maternity leave, parental leave, care leave, etc., or other reasons such as non-academic work experiences or periods of unemployment (see also question 7.2).
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# ACADEMIC CV (\*)

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| In addition to this template, please upload a personal academic CV to your online application under ‘Attachments’. We ask you to include at least the following elements in that CV:* **Academic teaching assignments**: name of the institution, details of the teaching assignment (e.g. subject, title of the course, name of the programme, etc.) and your role (coordinator, co-coordinator, counsellor, support staff, etc.). Please provide any additional information you consider relevant, e.g. regarding the scope of the assignment (number of hours per year, number of students, number of ECTS credits = European Credit Transfer and Accumulation System), etc.
* **Your scientific publications**: you may structure and annotate the bibliographical information according to common practices in your field (e.g. articles in Web of Science vs. articles in other journals, with or without mentioning the impact factor or quartile, books vs. chapters in books, APA/MLA style, etc.). If relevant to your field of expertise, you may provide additional information, such as a citation profile or H index.
* **Overview of approved research funding**. Please include the following information: project title, timeframe, funding source, funding amount, your role (e.g. supervisor, grant holder or contracting party) and the status (completed, ongoing or applied for funding).
* **Overview of doctoral theses you have supervised or otherwise played a part in**. Please mention the start and end date, institution and title, and clarify your role in the supervision of the PhD student. Also indicate whether the doctoral thesis was successfully defended or not.
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# TEACHING

## Five most important achievements in terms of teaching (optional)

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| Describe, if applicable, a maximum of five important achievements from your teaching career. Explain why you have chosen the achievement(s) in question, describe what your contribution was and indicate its impact. We’re not looking for a list of activities or teaching assignments, as these will be listed in your academic CV, but for experiences in which you have been able to distinguish yourself when it comes to teaching.Examples:* educational development and innovation (e.g. quality assurance initiatives, projects to improve the curriculum, new teaching methods, developing teaching materials such as textbooks, dealing with a diverse student population, etc.)
* educational professionalisation (e.g. attending or providing lecturer training, teacher training programme, educational workshops, etc.)
* supervising Bachelor and Master dissertations
* collaboration with the work field
* didactic skills
* member of institutional review commissions or educational peer reviews
* awards or prizes
* etc.
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# RESEARCH

## Five most important publications (\*)

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| Indicate a maximum of five important scientific publications. For each publication, please clarify why you have chosen it. If the publication had several authors, please indicate your exact role in the research and the creation of the publication.  |

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## Five most important achievements (\*)

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| Indicate a maximum of five important achievements in the field of scientific research, other than the scientific publications mentioned under 3.1. For example: datasets, a research project with various partners, valorisation activities, scientific awards or prizes, etc. Please provide brief explanations of why you have chosen the achievement(s) in question and what its (academic, societal, etc.) impact has been. |

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# SERVICES

## Five most important achievements concerning academic services or service to society (\*)

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| Indicate a maximum of five important achievements or initiatives in terms of services to society at large or the academic community. Examples: * board positions
* lectures and keynotes by invitation
* provision of policy advice
* exchange of scientific knowledge and expertise (e.g. through science communication)
* participation in the public debate
* collaboration with non-academic partners (NGOs, non-profit, governmental agencies, etc.)
* active membership of scientific organisations
* etc.

Clarify why you have chosen the achievement(s) in question and what its academic or societal impact has been.  |

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## Economic and societal valorisation of research (optional)

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| During your career, have you focused on the economic or societal valorisation of research? By this, we mean creating value by transforming and translating research results into new economic and societal applications and accomplishments, such as for example:* entering into partnerships with the business world or other non-academic partners
* creating strategic networks with other sectors with the aim of establishing sustainable research partnerships
* creating and valorising intellectual property (e.g. patents, copyrights, licence agreements, etc.)
* starting up spin-off companies
* carrying out consultancy projects for external stakeholders
* etc.

If so, please explain briefly how you did this and what your contribution to the result was. This question may overlap with activities you have already mentioned under 4.1. In that case, you don't have to enter them twice. The selection committee will look at all the information in your application as a whole.  |

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# INTERNATIONAL & INTERSECTORAL PORTFOLIO

## International & intersectoral portfolio (\*)

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| Please indicate how you have built up international and/or intersectoral experiences or contacts. These might include exchange experiences, developing partnerships (e.g. between the academic world and other institutions or companies), contributions to national and international networks (academic or otherwise), development cooperation, etc. Please also clarify what impact these experiences had on your career. |

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# LEADERSHIP & ORGANISATION

## Leadership potential and team focus (\*)

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| Provide a short indication of your experience and development potential in terms of leadership and team focus. You can use the questions below as a source of inspiration. To explain your potential, you may include formal or informal roles that you have taken on inside or outside a work context. Leadership potential* What experience do you have in coordinating, counselling, leading, coaching or giving direction?
* What characterises your approach to coordinating, counselling, leading, coaching or giving direction?
* In which situations have you been able to make a difference in a steering role?
* How do you guide staff members so that objectives are achieved at both personal and group level?
* How do you support others in their learning and growth processes?

Team focus* What is typical of your approach as a team member?
* How do you build collaborative relationships within a potentially diverse team, group or department?
* How do you contribute to the common goal in a team or project, even if this isn’t of any direct personal interest to you?

General: * How do/did you focus on your personal growth and development?
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# ADDITIONAL INFORMATION

## Availability (optional)

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| *(If applicable)** Would you like to combine a position at the University of Antwerp with other professional activities? If so, please specify the scope and nature of the activities.
* Do you have any other comments regarding your availability (expected employment percentage, starting date, etc.)?
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## Additional information (optional)

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| *(If applicable)* In addition to the questions above and the online application form, please feel free to add any information you consider relevant to your career or study background here. If there are any events or circumstances that have been crucial or impactful for your career which you would like to share with the selection committee, you can describe their significance or added value to your career below. We would again like to stress that the University of Antwerp respects your privacy and welcomes applicants with atypical career paths and diverse backgrounds.  |

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