

This is an English translation of *Bekendtgørelse om stillingsstruktur for videnskabeligt personale ved universiteter* (Ministerial Order on Job Structure for Academic Staff at Universities). In the event of a discrepancy between the translation and the Danish version, the Danish text published in the Danish Official Gazette (*Lovtidende*) is valid.

11 December 2019

No. 1443.

#### Amends/repeals

- Ministerial Order no. 899 of 1 July 2015

#### Overview (contents)

Appendix 1 Job structure for academic staff at universities

#### Full text

## Ministerial Order on Job Structure for Academic Staff at Universities

Pursuant to section 29(3) of the Act on Universities (the University Act) (*Universitetsloven*), cf. Consolidation Act no. 778 of 7 August 2019, the following is stipulated:

1. The rules on the job structure and the content of the job categories that can be used for academic staff at universities under the Ministry of Higher Education and Science are presented as Appendix 1 to this Ministerial Order.

2.-(1) This Ministerial Order enters into force on 1 January 2020.

(2) Ministerial Order no. 899 of 1 July 2015 on the Job Structure for Academic Staff at Universities is repealed.

*Ministry of Higher Education and Science, 11 December 2019*

Ane Halsboe-Jørgensen

/ Rikke Rasmussen Juel

---

## Appendix 1

### Job structure for academic staff at universities

#### Contents

#### General comments

The University Act

Research, research-based teaching and knowledge dissemination

Pedagogical-didactic competencies to ensure qualified teaching

Teaching portfolio

University pedagogical programme

#### The framework of the job structure

Description of the individual positions

#### 1. PhD fellow and principal positions

1.1. PhD fellow

1.2. Assistant professor/researcher

1.3. Associate professor/senior researcher

1.3.1. Programme for promotion to professor

1.4. Professor

## **2. Other, general positions**

2.1. Research assistant

2.2. Teaching assistant

2.3. Teaching assistant professor/teaching associate professor

2.4. Part-time lecturer

2.5. Postdoc

2.6. Senior advisor

## **3. Other positions within the health sciences**

3.1. Clinical assistant

3.2. Clinical instructor

3.3. Clinical associate professor

3.4. Clinical professor

3.5. Postgraduate fellow in odontology

3.6. Specialist of postgraduate education in odontology/senior clinical instructor in dentistry

3.7. Postgraduate fellow in psychology

## **4. Other positions that are used within specific areas**

4.1. Instructor on BSc in engineering and export engineering courses

4.2. Instructor in social theory and methodology on the Professional Bachelor's Degree Programme in Social Work at Aalborg University

## **General comments**

This appendix lays down the rules on the job structure and the content of the job categories that can be used for academic staff at universities under the Ministry of Higher Education and Science.

The job structure, which enters into force on 1 January 2020, is a revised version of the job structure of 1 July 2015. The job structure applies to positions which are either advertised or may be filled without advertisement as from 1 January 2020.

The job structure contains an exhaustive description of the job categories that apply to the academic staff. Thus, only persons employed in positions covered by the job structure may perform teaching and research at the universities. The university defines the specific job content and specifies tasks in the individual job advertisements.

The exact provisions regarding advertisement and assessment are stipulated in the Ministry of Finance's circular on government positions (*Cirkulære om opslag af stillinger og lønede hverv i staten*), the ministerial order on the appointment of academic staff at the universities (the appointment order) (*Ansættelsesbekendtgørelsen*) in force at the time in question and any local rules stipulated under this Ministerial Order.

Attention is drawn to the fact that section 5(2) of the Fixed-Term Employment Act (*Lov om tidsbegrænset ansættelse*)<sup>1)</sup> contains a special provision regarding researchers and lecturers.

The university must raise awareness of career prospects for the academic staff employed, including fixed-term employees in particular. This is done, among other things, by regularly discussing potential career paths for individual employees inside and outside the university.

Absence due to maternity/paternity or adoption leave as well as long-term illness extends the maximum limits for the total period of employment set out in this appendix by a period corresponding to the period of absence.

Employees who at the time when this job structure enters into force are employed according to the previous job structure retain their present job titles and terms of employment. No new positions as professor with special responsibilities may thus be established after this Ministerial Order enters into force, while employees employed in this job category retain their present job title and terms of employment until the end of their period of employment.

### **The University Act <sup>2)</sup>**

The job structure has been drafted within the framework of the University Act. The job structure is therefore expected to be implemented in accordance with the provisions of the Act, including, among other things, the provisions regarding researchers' freedom of expression and freedom of research.

The universities have freedom of research. The university must safeguard the freedom of research of the university and the individual and the ethics of science.

The rector may allocate specific tasks to specific staff. The academic staff has freedom of research and is free to conduct research within the university's strategic research framework during the time when they are not performing tasks allocated to them. The academic staff must not be allocated tasks which take up all of their working hours for an extended period of time, resulting in them in fact being deprived of their freedom of research.

Time to conduct free research must also be ensured in connection with research-based public-sector consultancy and tasks undertaken under agreements. However, it is not possible to define the exact amount of time to be allocated to free research, as it will vary over time from area to area and from researcher to researcher. A researcher may, for example, have less time to conduct free research while involved in research-based public-sector consultancy or tasks undertaken under agreements than at other times.

Individual researchers enjoy freedom of research within their academic area of employment subject to the obligations resulting from their employment. Researchers are thus free to choose methodologies, approaches and subjects within the strategic framework laid down by the university for its research activities.

As a central knowledge-based body and cultural repository, the university must exchange knowledge and expertise with society and encourage its employees to take part in the public debate.

### **Research, research-based teaching and knowledge dissemination <sup>3)</sup>**

The university's core activities consist in conducting research and offering research-based teaching up to the highest international level. Research is the primary basis for the university's research-based teaching activities, but as activities undertaken by the university, research and research-based teaching rank equally. The research-based teaching activities are the primary method of

dissemination and application of research-based knowledge in society. The university may also provide research-based public-sector consultancy.

The university is responsible for ensuring coherence between the research conducted and the study programmes it offers.

The university must ensure that the study programmes offered are based on sound and internationally recognised research to ensure the quality of the research-based teaching.

The university must contribute to promoting growth, prosperity and development in society. As a central knowledge-based body and cultural repository, the university must exchange knowledge and expertise with society. As an integral part of its activities, the university exchanges knowledge and expertise with a wide range of stakeholders, organisations, authorities, public-sector and private enterprises and other higher education institutions etc.

### **Pedagogical-didactic competencies to ensure qualified teaching**

The university is responsible for ensuring that academic staff performing teaching duties have the necessary pedagogical-didactic competencies required to perform their specific teaching duties.

Employees in principal positions (assistant professor/researcher, associate professor/senior researcher and professor) and in other positions with teaching obligations must continuously maintain and develop their acquired pedagogical-didactic competencies. The university must have a plan for the maintenance and development of these competencies.

All employees with teaching obligations and their respective supervisors must continuously discuss how to best ensure the maintenance and development of the employees' pedagogical-didactic competencies in the period until the next employee review.

### **Teaching portfolio**

All staff members who teach must create and continuously maintain a teaching portfolio.

Through a teaching portfolio, the individual's teaching experience and competency development are documented regardless of the level of the position and the terms of the employment (e.g. full-time, part-time, fixed-term etc.).

The documentation of teaching experience may consist of courses, lectures and teaching programmes, experience with supervision and assessment as well as course and/or educational management.

The documentation of pedagogical-didactic competency development may consist of a university pedagogical programme or equivalent pedagogical-didactic courses or other pedagogical-didactic competency development.

Other elements may also be relevant to the university/department/individual lecturer. It is up to the individual university to decide whether other elements should be included in a teaching portfolio and, if so, which elements.

In connection with the advertising of positions at the level of associate professor and professor, a teaching portfolio or equivalent documentation of teaching experience and qualifications must be included in the assessment of whether an applicant is qualified. The applicant is required to have completed a university pedagogical programme or an equivalent programme.

If, in exceptional cases, the university wishes to appoint an applicant who has research qualifications at the level of associate professor/senior researcher, but whose teaching is not assessed to be at a sufficiently adequate level, the university must draw up a programme plan to ensure that the applicant can obtain the required pedagogical-didactic competencies within a period of up to two years.

### **University pedagogical programme**

It is the university's responsibility to ensure that assistant professors/researchers and teaching assistant professors complete a university pedagogical programme.

The content of such programmes may be tailored to the specific areas of activity covered by the positions, including for example the dissemination of research, research-based teaching or research-based public-sector consultancy. The scope, form and general content

of the university pedagogical programme must be specified in the university's plan for pedagogical-didactic competency development.

Supervision and guidance are part of a university pedagogical programme.

### **The framework of the job structure**

In the job structure, a distinction is made between principal positions and other positions.

The principal positions constitute a progressive university career path and consist of the job categories assistant professor/researcher, associate professor/senior researcher and professor. The positions involve both research – including the duty to publish and to disseminate academic material – and research-based teaching.

The principal positions are described in section 1. As the employment as an assistant professor/researcher requires academic qualifications at PhD level, the PhD fellowship is described together with the principal positions.

All other job categories are not part of the progressive university career path and may be used by the universities as needed or within specific areas.

In section 2, other job categories that may be used within the academic field as a whole are described. Furthermore, the job structure comprises a number of other job categories that are used within specific areas. These job categories can be found in sections 3 and 4.

The job content, qualification requirements etc. of the academic job categories are described below. The job categories are described in the following sections:

1. PhD fellow and principal positions
2. Other, general positions
3. Other positions within the health sciences
4. Other positions that are used within specific areas

### **Description of the individual positions**

#### **1. PhD fellow and principal positions**

##### **1.1. PhD fellow**

The position of PhD fellow is a fixed-term educational position.

##### **1.2. Assistant professor/researcher**

The position of assistant professor/researcher is a full-time position, but employment on a part-time basis is possible.

Employment is contracted as either assistant professor or researcher. The job content determines the job title. See descriptions of assistant professor (A) and researcher (B), respectively, below.

Employment as an assistant professor/researcher requires academic qualifications at PhD level.

The university decides whether a position is advertised as part of a tenure-track programme or as fixed-term employment.

Re-employment of an employee in several consecutive fixed-term positions is possible; however, such employment may not exceed eight years.

Job advertisements must state whether positions are part of a tenure-track programme or are fixed-term. The filling of both tenure-track and fixed-term positions must follow the normal procedures set out in the appointment order, including the rules on advertisement and assessment.

Assistant professors/researchers employed under a tenure-track programme or in a fixed-term position must complete a university pedagogical programme.

### **Tenure-track employment**

The position of assistant professor/researcher may be filled as part of a tenure-track programme under which the employee after a maximum of six years transfers to employment as an associate professor/senior researcher. Such transfer requires that the employee is assessed and found to be academically qualified for the level of associate professor/senior researcher.

Advertisements of tenure-track positions must clearly stipulate and ensure transparency about the criteria that will be emphasised in the academic assessment prior to the transfer from the level of assistant professor/researcher to the level of associate professor/senior researcher. The criteria may be divided into general expectations with regard to, for example, research, research-based teaching, research-based public-sector consultancy and knowledge dissemination. The university is required to continuously follow up on the assistant professor's/researcher's development in relation to the criteria set up.

The academic assessment will normally take place within the last six months of the assistant professor's/researcher's period of employment. The employee may, however, request to have his or her qualifications assessed at an earlier time within the first four years of employment. If the conclusion is that the employee is not academically qualified, he or she may request another assessment within the last six months of the period of employment. A maximum of two academic assessments may thus be carried out.

If the employee fails to submit a request to have his or her qualifications assessed within the last year of employment, or if the employee is assessed and found not to be academically qualified, the university must immediately initiate dismissal proceedings in accordance with the collective agreement rules.

### **Fixed-term employment**

The position of assistant professor/researcher may be filled on a fixed-term basis for a period of up to four years.

A written assessment of the teaching qualifications of the assistant professor/researcher must be provided no later than three months before the end of the period of employment.

#### **A. Assistant professor**

The assistant professorship is an educational position. The main responsibilities are research (including publication/academic dissemination duties) and research-based teaching (with related examination duties). In addition to research and research-based teaching, the position may involve knowledge sharing with society. Moreover, other duties may have to be performed to a limited extent.

The university determines the exact weighting of the various responsibilities. The weighting may vary over time, but a balance must be struck for the assistant professor to be able to improve his or her qualifications within the areas relevant to the position.

#### **B. Researcher**

The position of researcher is an educational position with research (including publication/academic dissemination duties) as the main responsibility. The position also includes research-based teaching. Furthermore, the position may include research-based public-sector consultancy (including research-based advisory tasks and research-supporting contingency and monitoring tasks). In addition, the position may include knowledge exchange with society and, to a limited extent, the performance of other tasks.

The university determines the exact weighting of the various responsibilities. The weighting may vary over time, but a balance must be struck for the researcher to be able to improve his or her qualifications within the areas relevant to the position.

### **1.3. Associate professor/senior researcher**

The position of associate professor/senior researcher is a full-time position, but employment on a part-time basis is possible. It is normally a permanent employment position, but it may also be fixed-term in exceptional cases.

Employment is contracted as either associate professor or senior researcher. The job content determines the job title. See the descriptions of associate professor (A) and senior researcher (B), respectively, below.

The position of associate professor/senior researcher may be filled by tenure-track assistant professors/researchers who have been assessed and found to be qualified for the level of associate professor/senior researcher or in connection with job advertisements in respect of which an academic assessment must also be carried out. Applicants are also assessed on the basis of the qualifications required in the job advertisement.

Employment as an associate professor/senior researcher requires research and teaching qualifications at the level that can be achieved through the satisfactory completion of a period of employment as an assistant professor/researcher, but may also be obtained in other ways.

If, in exceptional cases, the university wishes to appoint an applicant who has research qualifications at the level of associate professor/senior researcher, but whose teaching is not assessed to be at a sufficiently adequate level, the university must draw up a programme plan to ensure that the applicant can obtain the required pedagogical-didactic competencies within a period of up to two years. The programme is concluded with an expert assessment of the employee's pedagogical-didactic competencies. The competencies must correspond to the expected level of an applicant for an associate professor/senior researcher position, and the assessment must be initiated no later than four months before the end of the programme. The employee is informed of the initiation of the assessment. If the employee is assessed and found not to be academically qualified, the position is terminated subject to the notice set out in the collective agreement.

#### **A. Associate professor**

The associate professorship is a position where the main responsibilities are research (including publication/academic dissemination duties) and research-based teaching (with related examination duties). In addition to research and research-based teaching, the position may involve knowledge sharing with society – including participation in the public debate. In addition, associate professors may be responsible for research, study programme and course management, guidance and supervision as well as academic assessment work.

The university determines the exact weighting of the various responsibilities. The weighting of the responsibilities may vary over time.

#### **B. Senior researcher**

The position of senior researcher is a position with research (including publication/academic dissemination duties) as the main responsibility. The position also includes research-based teaching and may include research-based public-sector consultancy (including research-based advisory tasks and research-supporting contingency and monitoring tasks). The position may also involve knowledge sharing with society – including participation in the public debate. In addition, senior researchers may be responsible for research, study programme and course management, guidance and supervision as well as academic assessment work.

The university determines the exact weighting of the various responsibilities. The weighting of the responsibilities may vary over time.

##### **1.3.1. Programme for promotion to professor**

The university may offer particularly talented associate professors/senior researchers a programme for promotion to professor. Particularly talented applicants responding to an open advertisement for an associate professor/senior researcher position may also be offered the programme upon employment. The specific content of the promotion programme is decided by the individual university.

The university is responsible for clearly stipulating and ensuring transparency about the criteria that will be emphasised in the academic assessment of associate professors/senior researchers prior to the transfer from the level of associate professor/senior researcher to the level of professor. The criteria may be divided into general expectations for, for example, research, research-based teaching, research-based public-sector consultancy, external funding, research/course management, supervision and knowledge dissemination. The university is required to continuously follow up on the associate professor's/senior researcher's development in relation to the criteria set up.

The promotion programme may have a duration of up to eight years for the individual associate professor/senior researcher. The associate professor/senior researcher then transfers to employment as a professor. Such transfer requires that the employee is assessed and found to be academically qualified for employment at the level of professor.

At the latest, the academic assessment must take place within the last six months of the agreed duration of the promotion programme. Subject to agreement with the university, the assessment may be carried out at an earlier point in time. If the associate professor/senior researcher fails to request an assessment of his or her qualifications no later than six months before the end of the

promotion programme, or if the associate professor/senior researcher is assessed and found not to be academically qualified, his or her employment as an associate professor/senior researcher will continue outside the promotion programme. However, the university may offer the associate professor/senior researcher an additional attempt at qualifying before the end of the specific promotion programme. A maximum of two academic assessments may be carried out.

#### **1.4. Professor**

The position of professor is a full-time position, but employment on a part-time basis is possible.

The professorship is a position where the main responsibilities are research (including publication/academic dissemination duties) and research-based teaching (with related examination duties). The position may include research-based public-sector consultancy. It may also comprise knowledge sharing with society – including participation in the public debate. In addition, professors may be responsible for research, course and study programme management, guidance and supervision as well as academic assessment work.

A professorship normally takes the form of permanent employment, but may also be fixed-term in exceptional cases.

The university determines the exact weighting of the various responsibilities. The weighting of the various responsibilities may vary over time.

Applicants for professorships are assessed on the basis of the qualifications required in the job advertisement. Applicants must be able to document a high degree of original academic production at an international level and experience from teaching at different levels, tests/exams, course/study programme management as well as contributions to the development of teaching activities and teaching material, hereby documenting that the applicant has developed the academic discipline from a research and teaching perspective. Emphasis may moreover be placed on the applicant's ability to carry out and develop research-based public-sector consultancy. Also, emphasis must be placed on an assessment of the applicant's ability to perform research and teaching management tasks and possibly fulfil other functions, for example in relation to the university's external cooperation.

### **2. Other, general positions**

#### **2.1. Research assistant**

The position of research assistant is a fixed-term academic position. The main responsibilities are research and/or teaching. A small number of working hours may be devoted to academic development and the performance of other duties.

Employment is for a maximum period of three years. Re-employment after three years of employment is not possible. At the end of the period of employment, the position of research assistant is terminated without further notice.

Applicants must hold academic qualifications at master's degree level.

#### **2.2. Teaching assistant**

The position of teaching assistant is a part-time position involving the independent performance of teaching duties, normally of an elementary nature, or instruction supplementing teaching provided at the level of assistant professor, associate professor or professor. Teaching assistants carry out teaching activities in the relevant subject as directed by the institution. Teaching assistants must have special permission to act as examiners.

Applicants must hold academic qualifications at master's degree level.

The positions are filled for a period of up to three years. Re-employment is possible provided it is in compliance with the Fixed-Term Employment Act. The specific number of working hours etc. is decided for each semester within the agreed framework.

#### **2.3. Teaching assistant professor/teaching associate professor**

The universities may appoint a limited number of teaching assistant professors and teaching associate professors. The positions involve teaching and similar tasks. The positions may also involve academic development tasks.

The job categories teaching assistant professor and teaching associate professor may be used in connection with the teaching of ancillary subjects, practice-based subjects or foundation courses where the academic content is not based on new research.



Applicants must hold academic qualifications at master's degree level. Applicants are also assessed on the basis of the qualifications required in the job advertisement. Based on their qualifications, candidates are employed either as teaching assistant professors or teaching associate professors.

### **Teaching assistant professor**

The position of teaching assistant professor is an educational position. The employment may be either full-time or part-time.

Teaching assistant professors must complete a university pedagogical programme.

The period of employment for a teaching assistant professor must be of a duration which allows the employee to acquire the qualifications necessary to teach at the level of teaching associate professor. No later than six months before the end of the sixth year of employment, a written assessment must be provided of the teaching assistant professor's qualifications for the purpose of evaluating whether the teaching assistant professor has acquired the qualifications necessary to teach at the level of teaching associate professor. This evaluation includes the teaching assistant professor's completion of a university pedagogical programme. The teaching assistant professor must be informed of the result of the evaluation no later than three months before the end of his or her sixth year of employment. If, in this evaluation, the employee is found not to be academically qualified, his or her employment may be prolonged for an additional period of up to two years. In such case, the employee may request that a new evaluation be carried out no later than six months before the end of this period. If the employee is evaluated and found not to be academically qualified, the teaching assistant professor leaves his or her position without further notice at the end of the period.

### **Teaching associate professor**

The position of teaching associate professor normally takes the form of permanent employment, but may also be fixed-term. The positions may be either full-time or part-time.

Employment is contracted either through qualification as a teaching associate professor following a period of employment as a teaching assistant professor or following advertisement. Employment for the position of teaching associate professor always requires that the applicant has been assessed and found to be qualified to teach at this level.

In addition to teaching duties and any academic development tasks, the position of teaching associate professor may include supervision and guidance of teaching assistant professors.

## **2.4. Part-time lecturer**

The position of part-time lecturer is a part-time position with the main emphasis on teaching.

The purpose of a part-time lectureship is to enable the employment of lecturers with relevant practical experience or specific qualifications at a high level.

Part-time lecturers must independently plan and teach courses as instructed by the university, such as lecturing, conducting exams and other evaluations.

Applicants must hold academic qualifications at master's degree level.

Employment as a part-time lecturer requires either:

- relevant practical experience at a high level which has not been gained through academic employment with a university, or
- employment in an academic principal position with another university.

Teaching qualifications are included in the assessment of applicants for a part-time lectureship.

A part-time lecturer who is employed on the merits of his or her relevant practical experience must possess in-depth, up-to-date knowledge of the possible applications of the subject/academic discipline. This knowledge is/has been acquired through employment within the subject/academic discipline.

Both permanent and fixed-term employment is possible. The specific number of working hours and any involvement in exams etc. are decided for each semester within the agreed framework.

## **2.5. Postdoc**

Employment as a postdoc requires academic qualifications at PhD level.

The position of postdoc is a fixed-term academic position. The position may be filled for a period of up to four years at the same university.

The position of postdoc is normally a full-time position, but employment on a part-time basis is also possible.

The position will be heavily weighted in favour of research. In addition, there will be a certain amount of teaching activities. The performance of other duties may be required to a limited extent.

The university determines the exact weighting of the various responsibilities. The weighting of the various responsibilities may vary over time.

## **2.6. Senior advisor**

The main responsibilities of a senior advisor lie within research-based public-sector consultancy and the dissemination of research findings to public authorities, the business community and society at large. In addition, the senior advisor is obliged to keep up to date within a wide academic field and perform analyses of broad academic issues as well as disseminating these in an academically responsible manner. The position may also include teaching and research.

The university determines the exact weighting of the various responsibilities. The weighting of the responsibilities may vary over time.

Applicants for positions as senior advisors are assessed on the basis of the qualifications required in the job advertisement. Employment as a senior advisor requires research qualifications at the level that can be achieved through the satisfactory completion of a period of employment as an assistant professor/researcher, but may also be obtained in other ways. Upon employment, other qualification requirements may also be imposed, for example that the applicant must have independently undertaken significant advisory and dissemination tasks vis-à-vis public authorities, the business community or society at large.

## **3. Other positions within the health sciences**

Doctors may be employed in a principal position or in a clinical position. Both types of positions may be combined with a clinical position outside the university. If the principal employment position is outside the university, the following clinical job categories are used: clinical professor, clinical associate professor or clinical instructor.

Those holding a clinical position are normally required to also hold a position involving the treatment of patients. A clinical position, for example, typically requires employment at a hospital or a similar healthcare institution which conducts teaching, or that the employee runs a general practice.

Doctors employed in a position of clinical associate professor or clinical professor are required to have undergone medical specialist training or have similar qualifications. Clinical professorships are normally filled by chief physicians.

### **3.1. Clinical assistant**

The position of clinical assistant is a fixed-term position aimed at the clinical assistant conducting medical clinical research. As part of the job, the clinical assistant also performs other clinical tasks.

Employment requires a medical degree and relevant clinical experience. Employment is for a maximum period of four years. Re-employment after four years of employment is not possible. Attention is drawn to the Fixed-Term Employment Act.

### **3.2. Clinical instructor**

The position of clinical instructor is a part-time position aimed at the clinical instructor performing independent teaching and supervision tasks at a hospital, in general practice or at a clinic. The teaching etc. supplements teaching undertaken at the level of assistant professor, associate professor or professor. Clinical instructors must have special permission to act as examiners. As part of the job, the clinical instructor may also perform other clinical tasks.

A clinical instructor may be employed for a period of up to three years. Re-employment is possible provided it is in compliance with the Fixed-Term Employment Act. After the first period of employment, clinical instructors in the odontological field may be employed on a permanent basis.

Applicants must hold relevant academic qualifications at master's degree level. Up-to-date experience with relevant clinical work may be required. Where teaching or supervision takes place in practice, the clinical instructor is required to run a general practice him or herself.

### **3.3. Clinical associate professor**

The position of clinical associate professor is a part-time position for performing qualified teaching duties. The position also includes exams for medical students and clinical biomechanics students at hospitals that provide teaching in clinical disciplines as well as supervision, including of PhD students.

The clinical associate professor must independently plan and conduct teaching activities in the relevant department's or unit's area of specialisation and within its current curriculum. The teaching comprises lectures, courses and exams, supervision (including of PhD students) as well as participation in assessment committees in connection with the award of PhD and doctoral degrees. The position may include the development of the academic discipline as well as other tasks.

A clinical associate professor in medicine must hold academic qualifications in the form of a medical degree, must be recognised as a specialist and must have additional teaching and research qualifications, e.g. a PhD or doctoral degree.

A clinical associate professor in biomechanics must hold academic qualifications in the form of a master's degree in clinical biomechanics or equivalent.

A clinical associate professor in psychology must hold academic qualifications in the form of a master's degree in psychology and must be recognised as a specialist.

Employment as a clinical associate professor requires that the candidate has been found to be qualified for this by an expert assessment committee. The applicant's teaching qualifications are included in the assessment. Clinical associate professors are normally expected to carry out research concurrently with their employment as clinical associate professors.

A clinical associate professorship can either be fixed-term or permanent. Fixed-term employment is for a minimum period of three years and a maximum period of five years. In exceptional cases, employment may be for a shorter period. Re-employment is possible provided it is in compliance with the Fixed-Term Employment Act.

### **3.4. Clinical professor**

A clinical professor performs qualified supervision, teaching and/or research tasks. The position also includes exams for medical students and clinical biomechanics students at hospitals that provide teaching in clinical disciplines as well as supervision, including of PhD students.

### **3.5. Postgraduate fellow in odontology**

The education of a postgraduate fellow in odontology is undertaken while in full-time employment.

The candidate follows a clinical further education programme and receives supervision.

Positions are advertised, and employment takes place following an assessment and is for a period of three years. Applicants must hold academic qualifications in the form of a master's degree in odontology and experience from two years of full-time employment within practical clinical odontology, including at least one year within dental care for children.

### **3.6. Specialist of postgraduate education in odontology/senior clinical instructor in dentistry**

The position of specialist of postgraduate education in odontology/senior clinical instructor in dentistry is a part-time position aimed at the specialist of postgraduate education in odontology/senior clinical instructor in dentistry performing managerial functions and undertaking teaching and treatment tasks in connection with the clinical instruction of odontology students under the direction of the academic management of the discipline.

Under the direction of the academic management of the discipline, the specialist of postgraduate education in odontology/senior clinical instructor in dentistry must perform a leading, guiding and coordinating role in respect of the tasks allocated to the clinical instructors and must be in charge of the ongoing assessment of the students. The specialist of postgraduate education in odontology/senior clinical instructor in dentistry participates in the planning, implementation and adjustment of the teaching activities. In addition, the specialist of postgraduate education in odontology/senior clinical instructor in dentistry must participate in teaching-related activities, such as the development of teaching material, the referral of patients and trials testing new materials, methods and forms of treatment as well as undertaking the treatment of patients referred with treatment needs of particular interest to teaching.

Employment is for a period of three years. After this period, permanent employment is possible.

Applicants must hold academic qualifications in the form of a master's degree in odontology and must have clinical expertise at a high level and experience from the independent development of clinical teaching material.

### **3.7. Postgraduate fellow in psychology**

The position of postgraduate fellow in psychology is a fixed-term educational position.

The candidate follows a clinical further education programme and receives supervision.

Employment is for a period of one year with the possibility of extension for one more year. Applicants must hold academic qualifications in the form of a master's degree in psychology and must have gained clinical psychological experience after graduating.

## **4. Other positions that are used within specific areas**

### **4.1. Instructor on BSc in engineering and export engineering courses**

As concerns these positions, reference is made to the Ministry of Finance's circular with associated memorandum from the Ministry of Education on the BSc in engineering and BSc in export engineering courses.

### **4.2. Instructor in social theory and methodology on the Professional Bachelor's Degree Programme in Social Work at Aalborg University**

The position of instructor in social theory and methodology is normally a permanent full-time position.

The positions involve teaching and similar tasks within the objects of the institution.

Applicants must hold academic qualifications in the form of a degree in social work.

#### **Official notes**

<sup>1)</sup> Danish Consolidation Act no. 907 of 11 September 2008 on Fixed-Term Employment.

<sup>2)</sup> Danish Consolidation Act no. 778 of 7 August 2019 on Universities (the University Act).

<sup>3)</sup> Danish Consolidation Act no. 778 of 7 August 2019 on Universities (the University Act).