

Postdoc policy at the Faculty of Humanities, University of Copenhagen

Revised February 2021.

A postdoc appointment is an important step in an academic career, and postdocs make up a significant group of the academic staff at the Faculty of Humanities, not least concerning the development of research performance in key areas.

Much of the responsibility for postdoc employees' well-being lies with the faculty. It is essential that postdocs are carefully guided on career opportunities, both as members of staff at the faculty and on career paths outside the faculty, as a significant number of postdoc employees must expect to find appointments at other universities or outside the university sector.

It is important that the integration of postdocs at the departments and in relevant academic environments is supported by concrete initiatives. Postdocs should feel that both the department management team and the faculty listen to them and that they have the opportunity to be heard in the appropriate forums. The following factors should be seen as an operationalisation of these objectives.

Basic elements

1. A brief introduction

The department management team and other key members of staff, e.g. the programme director, the research project manager and, if relevant, the postdoc coordinator, arrange an introduction meeting with newly hired postdocs within the first two months of employment. The meeting covers research strategy, teaching duties and the career plan for the newly hired postdoc and is completed with a written agreement on how work tasks are to be allocated during the period of employment.

2. Performance and Development Review (PDR) and Group Performance and Development Review (GPDR)

The annual mandatory PDR with postdocs must include guidance on teaching practice, career planning and opportunities for career development. The PDR may be supplemented with an annual GPDR at department or section level.

3. Job description

Postdocs can spend up to 20% of their working hours on teaching or supervision within the associated department's curriculum, cf. the job structure and, if applicable, the external grant giver's guidelines. If postdocs are to work on an externally funded research project, the agreement on meeting teaching obligations or being offered teaching responsibilities may be entered into based on the housing commitments.

4. Competence development

Postdocs have the opportunity to take competence development courses under the auspices of TEACH or at UCPH level. The department can offer postdocs who teach up to 20% of their working hours the Teaching and Learning in Higher Education programme without hourly compensation.

5. Participation in committees

Representatives among postdocs are elected or appointed as observers to local committees, such as the collaboration committee, and following their appointment may take part in the Faculty Collaboration Committee with observer status.

6. Dialogue with the Dean

The Dean holds an annual joint meeting for all postdocs at the Faculty of Humanities (Annual Postdoc Meeting). The Dean also meets each year with the TVIP Club representatives on the group's initiative with a view to discussing and collaborating on the terms and conditions for researchers and lecturers employed in fixed-term positions at the faculty, including postdocs.

7. Communication

The emphasis is on distributing shared, relevant communication to postdocs, taking into account the group's international profile, via newsletters and common communication channels.