

## ANNEX

### **ESTONIAN ACADEMY OF MUSIC AND THEATRE PROFESSIONAL REQUIREMENTS FOR TEACHING AND RESEARCH STAFF**

#### I. General provisions

1. The professional requirements for teaching and research staff of the Academy are based on the Universities Act, the Standard of Higher Education, the Organisation of Research and Development Act of the Republic of Estonia, as well as the quality agreement between Estonian public universities.
2. The professional requirements for teaching and research staff include requirements for professional competence, qualifications (requirement of an academic degree), creative and research work, previous pedagogical experience, as well as any other criteria considered in appraisal.
3. Conformity to the professional requirements shall be assessed in the course of competitive recruitment, before appointment of a member of teaching or research staff by the Rector, or during evaluation of a teaching staff member.
4. The professional requirements for research specialties and creative specialties are different in some parts. The specialty of a position shall be decided by an academic committee (in case of competitive recruitment) or by the Rector (in case of appointment) before assessment of conformity to the professional requirements.

#### II. Professor

1. A professor is an internationally recognised researcher in his or her specialty or an internationally recognised creative individual, who is qualified to teach the subjects in their corresponding field at all levels of higher education and, if necessary, organise studies, including Doctoral studies, in these subjects; a professor is competent to direct research or creative activities, manage a research team (in research specialties) and promote his or her research field in the country as a whole.
2. A Doctoral degree or equivalent qualification is required in research specialties.
3. A Master's degree or equivalent qualification is required in creative specialties.
4. In creative specialties, an applicant is required to have published in the past five years at least three publications meeting the requirements of clause 1.1 of the Estonian Research Portal (ETIS) classification or at least five publications meeting the requirements of clauses 1.1, 1.2, 2.1 or 3.1 of the ETIS classification of publications. A monograph, which is published by an internationally recognised academic publishing house or is important for Estonian national scholarship, can be deemed to be equivalent with three research articles.
5. In creative specialties, an applicant is required to be involved in creative activities at a high level, including at least three artistic performances, public concerts as a soloist, ensemble member or conductor, stage performances or other presentations of creative works in the past five years in the context of creative projects abroad or international projects.

6. The applicant shall have at least five years of experience with research and development or with creative activities in the specialty and at least three years of experience of teaching at a higher education institution.

7. In research specialties, the applicant shall have supervised successful defence of at least one Doctoral thesis in the past five years, unless the applicant has held a professorship before.

8. The accomplishments of supervised students shall be taken into account in the appraisal of an applicant for the position.

9. An applicant for the position shall be appraised in terms of administrative and development experience, including work in professional associations, management of research projects, organisation of creative and research events, participation in expert committees, competition juries, etc.

10. An applicant for the position shall be appraised in terms of international academic mobility, including work as a visiting instructor or scholar at a foreign university, conduct of master classes and guest lectures, participation in international conferences, etc.

11. An applicant for the position shall be appraised in terms of contribution to the publication of textbooks and other study aids, sheet music, dictionaries and other specialty publications.

### III. Research professor

1. A research professor is a researcher internationally recognised in their field, who is qualified to direct research in the corresponding field, to supervise Doctoral candidates and, if necessary, teach students at all levels of higher education.

2. A research professor is required to have a Doctoral degree or equivalent qualification.

3. In research specialties, an applicant is required to have published in the past five years at least three publications meeting the requirements of classification clause 1.1 of the Estonian Research Portal (ETIS) or at least five publications meeting the requirements of clauses 1.1, 1.2, 2.1 or 3.1 of the ETIS classification of publications. A monograph, which is published by an internationally recognised academic publishing house or is important for Estonian national scholarship, can be deemed to be equivalent with three research articles.

4. An applicant shall have at least ten years of professional experience as an associate professor, a senior research fellow or a university professor.

5. An applicant for the position is required to have supervised successful defence of at least one Doctoral thesis.

6. An applicant for the position shall be appraised in terms of administrative and development experience, including work in professional associations, management of research projects, organisation of research events, participation in expert committees, etc.

7. An applicant for the position shall be appraised in terms of international academic mobility, including work as a visiting instructor or scholar at a foreign university, conduct of guest

lectures, participation in international conferences, etc.

8. An applicant for the position shall be appraised in terms of contribution to the publication of textbooks and other study aids, sheet music, dictionaries and other specialty publications.

#### IV. Associate professor and senior research fellow

1. An associate professor or a senior research fellow is an expert recognised in their field or a recognised creative individual who is qualified to teach subjects in the corresponding field at all levels of higher education and to supervise Master's degree and, if necessary, Doctorate candidates.

2. A Doctoral degree or equivalent qualification is required in research specialties.

3. A Master's degree or equivalent qualification is required in creative specialties.

4. In research specialties, an applicant is required to have published in the past five years at least three scholarly publications, including at least one publication that meets the requirements of clauses 1.1, 1.2, 2.1 or 3.1 of the ETIS classification of publications. A monograph, which is published by an internationally recognised academic publishing house or is important for Estonian national scholarship, can be deemed to be equivalent with three research articles.

5. In creative specialties, an applicant is required to be involved in creative activities, including at least three performances of an artistic work, public concerts as a soloist, ensemble member or conductor, stage performances or other substantial presentations of creative works in the past five years. As an exception, this requirement can be omitted in the case of a person with at least 20 years of professional experience in the corresponding creative field or at least 10 years of experience of teaching at a higher education institution if that person has other notable achievements in the field, based on the criteria specified in clauses 7-10 of these Professional Requirements.

6. The applicant shall have at least five years of experience with research and development or with creative activities in the specialty and at least two years of experience of teaching at a higher education institution.

7. The accomplishments of supervised students shall be taken into account in the appraisal of an applicant for the position.

8. An applicant for the position shall be appraised in terms of administrative and development experience, including work in professional associations, management of research projects, organisation of creative and research events, participation in expert committees, competition juries, etc.

9. An applicant for the position shall be appraised in terms of international academic mobility, including work as a visiting instructor or scholar at a foreign university, conduct of master classes and guest lectures, participation in international conferences, etc.

10. An applicant for the position shall be appraised in terms of contribution to the publication of textbooks and other study aids, sheet music, dictionaries and other specialty publications.

## V. Lecturer

1. A lecturer is an expert in a subject field who is qualified to teach the subjects of the corresponding field at Bachelor's and Master's level.
2. A holder of the position is required to have a Master's degree or equivalent qualification.
3. The requirements include experience of research and development or creative activity in the corresponding field.
4. An applicant for the position shall be appraised in terms of scholarly publications, creative activity, development of the field and successful teaching activity.

## VI. Research fellow

1. A research fellow is a scholar who is qualified to participate in the implementation of a research topic or research project and, if necessary, teach students at Bachelor's and Master's level.
2. The position requires and Estonian research degree (Doctorate or Master's in a research field) or equivalent qualification.
3. An applicant for the position shall be appraised in terms of scholarly publications from the past five years.

## VII. Teacher and assistant

1. A teacher or an assistant is qualified to perform teaching tasks of practical nature in the corresponding field at Bachelor's and Master's level.
2. A holder of the position is required to have a Master's degree or equivalent qualification.
3. An applicant for the position shall be appraised in terms of previous professional activity and suitability for the performance of the tasks required in the position.

Approved on 22 December 2010