

# YUFE Staff Recruitment Policy

## 1. Preamble

All YUFE universities **share the view that**

- ...the academic and professional service staff in the universities of the YUFE Alliance are the key enablers of the YUFE European University.
- ...inclusive, merit-based recruitment is key to the success of the YUFE partners and as such the alliance is fully committed to providing opportunities in a fair, evidence based and transparent way.
- ...we should aspire to attract and select candidates with potential to grow and develop with the alliance.
- ...the principles of Open Transparent Merit based Recruitment (OTM-R) need to be applied to facilitate correct recruitment procedures and outcomes.

## 2. Challenges and Goals

A changing society drives universities to adapt proactively and continuously. The universities of the YUFE Alliance identify the following **challenges they want to address**:

1. In the current decade, staff attraction and retention at YUFE universities is less predictable than before, both for tenured and temporary academics as well as for professional service staff.
2. Even if their current employment is not their final destination, the variety of YUFE staff career paths and opportunities requires an overall vision on recruitment to ensure we continue to attract motivated, skilled and diverse talent on all career levels to our universities.
3. Behavioural competencies, such as openness, social engagement, flexibility, inclusiveness, critical thinking, resilience and self-management are essential to turn the YUFE alliance into a success and should be assessed alongside technical ability when recruiting.
4. Developing a European University requires an increasingly mobile and diverse

workforce with strong language skills. Given the high ambition of YUFE to create a European University, the competence profile of all staff needed has become more comprehensive. Progressive, open and inclusive recruitment policies can help to address this.

## Goals

1. Creating inclusive, fair, open, and transparent appointment procedures based on the principles of the European OTM-R standards, welcoming applications from diverse backgrounds.
2. Becoming an attractive place for people in all career tracks (academic and professional service staff) and all career levels who want to drive the European University vision forward.
3. Recruiting all staff based on their knowledge, skills, potential and talents and empower all staff to build the YUFE university (young, student centred, non-elitist, open, inclusive).
4. Implementing the European Charter and Code and maintaining HR Excellence in Research Award status.

## 3. Basic Principles

By adopting a joint staff recruitment policy, the universities of the YUFE Alliance **commit themselves to**

1. ...advertising vacancies externally for academic and professional service staff, whenever possible.
2. ...ensuring all advertised vacancies have clear job definitions, profile of the position and selection criteria.
3. ...utilizing a wide range of advertising mediums, across multiple platforms (including the YUFE website) to attract a global workforce.
4. ...shortlisting based only on how applicants demonstrate meeting the advertised criteria.
5. ...ensuring interviews and other selection tools focus on establishing the applicants' ability to meet the advertised requirements of the job.
6. ...ensuring members of interview and selection panels have been suitably trained, including in the objectives set out in the YUFE Diversity and Inclusivity Strategy (<https://yufe.eu/wp-content/uploads/2021/04/YUFE-Diversity-and-Inclusivity-Strategy.pdf>)

7. ...ensuring panel composition is gender balanced and represents diverse backgrounds.
8. ...considering external panel members and including the student experience in academic recruitment where appropriate.
9. ...providing feedback to all candidates on request.

## The University Level: YUFE Member Universities' Staff Recruitment Policies

1. All YUFE universities subscribe to the YUFE staff recruitment policy.
2. Every YUFE university is strongly committed to the EU's Charter and Code as a fundament. Every YUFE university aims to acquire and maintain the HR Excellence in Research Award.
3. Every YUFE university develops and applies consistently fair and equal HR policies that aim to promote Open, Transparent and Merit Based recruitment.
4. Every YUFE university regularly reviews its recruitment processes.
5. The leadership of every YUFE member university explicitly subscribes to the YUFE Staff Recruitment Policy and creates the framework conditions that enable its implementation.

## The YUFE Level: YUFE Staff Recruitment Goals and Institutionalised Cooperation

1. The YUFE Staff Recruitment Policy is intended to complement, not replace, frameworks and guidance already in existence at member institutions: different recruitment, selection and employment laws may apply across the partner countries. **Local and national selection and employment laws will prevail.**
2. It is recognized that member institutions will be at different stages in their progress towards achieving the aims within the YUFE Staff Recruitment Policy, and accordingly a supporting Action Plan will be developed to provide a roadmap to institutional change to support the realization of this policy.
3. The YUFE members regularly review/debate the implementation of this joint YUFE Staff Recruitment Policy, which provides added value to their own staff recruitment policies and supports the YUFE ambitions.
4. The YUFE members regularly exchange experiences in recruitment and exchange best practices, thereby creating an expert group on recruitment as a nucleus for institutionalized exchange.
5. The joint effort for implementing the YUFE staff recruitment policy will contribute to creating a YUFE identity.

The Young Universities for the Future of Europe (YUFE) is one of the dynamic European University Alliances, selected by the European Commission. YUFE aims to shape a holistic and inclusive future for students and learners, and their society in Europe. The YUFE Alliance strives to be the front-running Alliance of European Higher Education in which students, learners, and staff are co-leaders, co-dreamers, and co-creators. YUFE's mission is to become a successful model of a socially responsible European University.