

OPEN UNIVERSITY OF CYPRUS
ANNOUNCEMENT OF FIXED-TERM CONTRACT AS ADJUNCT FACULTY (TUTORS)
FOR THE ACADEMIC YEAR 2023-2024

The Open University of Cyprus (OUC) announces a call for adjunct faculty members (Tutors) on fixed-term contracts for the academic year 2023-2024 for the Programmes of Study listed below. The description of the Thematic Units (i.e. modules) is available at the webpage of each Programme of Study at <http://www.ouc.ac.cy/web/quest/university/programme>. Applications for adjunct faculty (Tutors) must be submitted via the University's e-recruitment Portal, at <https://careers.ouc.ac.cy/apply>. The opening date for applications is on **Friday, February 10th, 2023**, and the closing date is on **Friday, March 3rd, 2023, at 13:00 pm (Cyprus time - EEST)**.

This announcement is made on the University's expectation that the number of students who are going to register for these Thematic Units in the academic year 2023-2024 will justify their offering and that candidates with the required qualifications and experience to teach with excellence the Thematic Units, should the University decide to offer them, will apply.

PROGRAMMES OF STUDY OFFERED IN ENGLISH

1. POSTGRADUATE DEGREE IN «MASTER OF BUSINESS ADMINISTRATION» (MBA)

MBA615 «Digital Marketing» (fall semester)

MBA616 «Corporate Sustainability and Responsibility» (fall semester)

I. QUALIFICATIONS – EMPLOYMENT

Pursuant to Article 18, indent (6) of the Law governing the operation of the Open University of Cyprus (Law 234(I)/2002), candidates must hold a doctorate/Ph.D. degree from a recognized/accredited University. In case that the nature of the subject field(s) requires so, adjunct faculty members (Tutors) who are not Ph.D. holders but they have long-term experience and thorough knowledge of the particular subject field, or they excel at the particular area, may also be considered to serve as adjunct faculty. The official teaching and communication language is either Greek or English, depending on the Programme of Study. Citizenship of the Republic of Cyprus is not a requirement.

Adjunct faculty members (Tutors) are employed on fixed-term contracts governed by private law, which cover particular teaching or/and research needs, and may be renewed. The main functional unit of an OUC Programme of Study is the Thematic Unit (i.e. module), covering a particular academic field at the undergraduate or the postgraduate level. Each Thematic Unit lasts ten (10) months, including exams and repeat exams, except for the semester-based Programmes of Study, for which the duration of the Thematic Units, including exams, is five (5) months. The employment term of the adjunct faculty members (Tutors) will be consistent with the University' Academic Calendar.

Normally, only one (1) student cohort shall be assigned to each Tutor. Candidates, who are not already employed in another university, a public or private body, may take up more student cohorts. Some adjunct faculty members (Tutors) may additionally be assigned the role of Thematic Unit Coordinators or/and Academic Coordinator of a program of study.

The candidates shall be evaluated according to the following criteria:

1. Relevance of their research, professional experience and publication record to the Thematic Unit.
2. Research, professional experience and publication record over the past five years.
3. Teaching experience in higher education institutions during the past five years.
4. Distance learning teaching experience in higher education institutions during the past five years, and ability to use state-of-the-art technology.
5. The available time that the candidate can offer as adjunct faculty member (Tutor).
6. The candidate's evaluations (if applicable) during the past five years.

Based on the aforementioned criteria, Open University of Cyprus will establish a single ranking list, valid for one academic year (2023-2024), from which the adjunct faculty members (Tutors) will be selected, based on the needs of the University.

The full terms of employment will be included in the employment contract to be signed between the University and the adjunct faculty members (Tutors) that will be selected.

IV. COMPENSATION OF ADJUNCT FACULTY MEMBERS (TUTORS)

The compensation of adjunct faculty members (Tutors) of the Open University of Cyprus shall be covered by the University's budget, and it is determined by decision of the University's Council. According to the current policy, the compensation of adjunct faculty members (tutors) ranges between €250 and €950 per month, depending on the number of students in each student cohort assigned to the adjunct faculty member (Tutor). The compensation for adjunct faculty members (Tutors) will be determined after the date when students may withdraw from Thematic Units. The above may be adjusted by decision of the University's Council before the employment contract is signed.

V. APPLICATION – SUPPORTING DOCUMENTS

1. Applications must be submitted electronically via the University's E-recruitment Portal at <https://careers.ouc.ac.cy/apply> between **February 10th, 2023 and March 3rd, 2023 at 13:00 (Cyprus time)**.
2. In some cases, in order for the Evaluation Committee to gain additional insight, candidates may be asked to provide copies of some of their publications mentioned in their application.
3. Candidates may apply for **up to four (4) Thematic Units** for all Programmes of Study offered by the University (not per Programme).

The Open University of Cyprus is committed to an Equal Opportunities Policy in relation to hiring and supporting the career development of all people, and encourages individuals, irrespective of gender or gender reassignment, to apply for academic, research and administrative job openings. The Open University of Cyprus does not discriminate on the grounds of racial or ethnic origin, colour, religion or belief, gender, gender reassignment, ethnicity, nationality, age, disability, marriage or civil partnership, or sexual orientation in accordance with the relevant laws and regulations of the Republic of Cyprus.

For information on applications, interested candidates may contact the University's Human Resources Services at **+357 22411600/662** daily from Monday to Friday (08:30 - 15:00 Cyprus time). More information on the Open University of Cyprus, on the structure and content of the Programme of Study and the Thematic Units offered can be found at the University's website <http://www.ouc.ac.cy>. In the event of a discrepancy between the Greek and the English language version of this announcement, the former shall prevail.