

## **Rules for selecting candidates for university postdoc positions**

1. Deadline for submitting applications is September 15, always at the latest one month before a planned meeting of the Scientific Board of the University of South Bohemia (SB USB). A fundamental request for any candidate is to come from other institution than the University of South Bohemia (USB). The range for (gross) salary is set to 30,000-46,000 CZK. Applications have to be submitted to the Science and Research Department of the rectorate of USB. Each faculty can submit at most three applications, otherwise the faculty has to make its own pre-selection.
2. On the basis of the submitted applications, two ad hoc committees will be formed, one for natural and agricultural sciences and the other for human, economic and social sciences. These committees have both internal and external members. The committee members are proposed by the vice-rector for science and research, in agreement with the deans of the respective faculties.
3. Internal committee members are selected from the internal members of the SB USB, excluding members of departments from which an application comes. In the case that no internal member of the SB USB satisfies this condition, the vice-rector for science and research, in agreement with the dean of the respective faculty, suggests as an internal committee member an academic worker of that faculty which is not a member of the SB USB.
4. External committee members are selected from the external members of the SB USB.
5. Both committees are officially appointed by the rector of the USB.
6. Each committee has at least three internal members, whereas each faculty from which an application comes has one internal member in the committee. External members are appointed on the basis of their expertise such that they at best cover the research fields of the applicants. Minimal number of external members is two, and the total number of external members will always be set so that the committee has an odd number of members.
7. Each committee will appoint a chair from its members.
8. Each committee discusses all respective applications and determines a sequence of candidates. In addition to the absolute sequence of candidates, the committee also determines up to which position it is possible to accept candidates in the case that the better-valued candidates decline the proposed position.
9. The committees can work distantly, but at least one on-site meeting is recommended, for example right before an SB USB meeting.
10. The chairs of both committees will inform the SB USB during an SB USB meeting about the results of committee meetings and shortly justify their decisions.
11. The SB USB will then publicly vote about the committee reports, presented by the committee chairs. For approval of any report it is required that more than half of the present members of the SB USB will vote for any report.

12. In case the SB USB does not approve a committee report, the SB USB has to propose new sequence of candidates, which has again to be approved by more than half of the present members of the SB USB.