



Univerza v Mariboru



HR EXCELLENCE IN RESEARCH

Attachment 1:

HR Strategy Action Plan for Researchers for purposes of implementing the principles of the European Charter of Researchers and Code of Conduct for the Recruitment of Researchers, and Recommendations on Open, Transparent and Merit-based Recruitment Practices (OTM-R) for the period 2024-2025

	Subject	Measure	Indicator	Due date	Officer/body responsible for implementation
1.	Recruitment procedures	<ul style="list-style-type: none"> - Following the implementation of the Instructions on Recruitment at the University of Maribor or recruitment procedures so that they will be open, effective, transparent, supporting and internationally comparable as well as adapted to the type of job position. - Publishing vacancies with a broad description of knowledge and competencies required that attract suitable candidates. Adequately long job posting time: 2 months on the EURAXESS portal - in case of looking for the best researchers on international market. - Vacancy advertisements, in case of looking for the best researchers on international market, all faculties additionally post vacancies on the EURAXESS portal in English. - Faculties inform the non-selected researchers who have applied for the vacant position and send them an elaboration, why they were not selected. 	<ul style="list-style-type: none"> - An analysis of measures at UM faculties for open and transparent recruitment is carried out every 2 years. - Number of faculties that publish job vacancies for researchers on the EURAXESS portal (University of Maribor is a welcoming, open and transparent employer). - Number of published job vacancies for researchers on the EURAXESS portal (cumulative for UM). - Number of faculties that send the reasoning why the researcher was not selected for the advertised position. 	Permanent task	<ul style="list-style-type: none"> - General Secretary of the UM - HR departments at UM faculties - Department of Legal, HR and General Affairs - Department of Development and Student Affairs
2.	Postdoctoral appointments	<ul style="list-style-type: none"> - Establishing clear rules and precise guidelines for the recruitment of postdoctoral researchers, including the maximum duration and objectives - Enabling additional professional development opportunities for a career in research 	<ul style="list-style-type: none"> - Guidelines for the recruitment of postdoctoral researchers - Employing the most experienced researchers possible 	Permanent task	<ul style="list-style-type: none"> - General Secretary of the UM - HR departments at UM faculties

	Subject	Measure	Indicator	Due date	Officer/body responsible for implementation
			<ul style="list-style-type: none"> - Guaranteed financial resources for postdoctoral education - The number of obtained international research projects at UM 		<ul style="list-style-type: none"> - UM Members' leaderships
3.	Research environment	<ul style="list-style-type: none"> - Ensuring a stimulating research environment and modern research equipment, premises, compliance with regulations regarding health and safety in research 	<ul style="list-style-type: none"> - Financial resources are provided for a stimulating research environment (modern research equipment and premises) - Realization of the planned renovations and new constructions of the infrastructure to ensure modern work spaces and laboratories - Implementation of the principle of open access to equipment 	Permanent task	<ul style="list-style-type: none"> - UM leadership - UM bodies - UM Members' leaderships
4.	Working conditions	<ul style="list-style-type: none"> - Establishment of flexible working conditions (including disabled researchers) which enable the compatibility of family and work, children and career (flexible working time, part-time work, remote work and sabbatical leave) - Administrative relief of researchers 	<ul style="list-style-type: none"> - Established flexible working conditions (also for disabled researchers) - Provided administrative assistance to researchers 	- December 2025	<ul style="list-style-type: none"> - General Secretary of the UM - UM Vice-Rector for Scientific Research - UM Vice-Rector for Infrastructure - UM Members' Secretaries

	Subject	Measure	Indicator	Due date	Officer/body responsible for implementation
5.	Stability and permanence of employment	<ul style="list-style-type: none"> - Improving the stability of employment conditions for researchers upon enforcement and compliance with the principles and conditions provided for under the EU Directive on Fixed-term Work - Further initiatives to the Ministry to improve the stability of research work funding 	<ul style="list-style-type: none"> - Systemic regulation of researchers' funding - The trend in growth of the share of researchers with an employment contract for at least five years or for an indefinite period - Recruitment of researchers for an indefinite or longer period 	- December 2025	<ul style="list-style-type: none"> - General Secretary of the UM - UM Vice-Rector for Scientific Research
6.	Funding and salaries	<ul style="list-style-type: none"> - Ensuring fair and attractive conditions of funding researchers with adequate and equitable social security benefits (sick leave, parental benefits, pension rights and unemployment allowance). These conditions apply to researchers at all career stages, including the beginners, in proportion to their legal status. - Negotiations with the Ministry to ensure comparable remuneration for researchers in the public sector and the industry 	<ul style="list-style-type: none"> - Guaranteed attractive funding conditions for researchers, or comparable remuneration for researchers in the public sector and the industry 	- December 2025	<ul style="list-style-type: none"> - General Secretary of the UM - UM Members' Secretaries
7.	Trainings on open, transparent and merit-based employment at UM	Organizing trainings with regard to the Instructions on Open, Transparent, Merit-Based Recruitment of Researchers as well as the Instructions on Employment at the University of Maribor (Deans and Secretaries of the Faculties, Assistant Secretaries, Heads of HR Departments).	<ul style="list-style-type: none"> - Number of implemented trainings and participants. - Improvement regarding the implementation level of principles of the European Charter for Researchers and Code of Conduct for the Recruitment of Researchers 	Permanent task	Department of Development and Student Affairs
8.	Trainings for researchers	<ul style="list-style-type: none"> - Continuous implementation of trainings for researchers (also in English) - Preparation of trainings in cooperation with the industry 	<ul style="list-style-type: none"> - Number of implemented trainings and participants - Number of implemented trainings in English and in cooperation with industry 	Permanent task	<ul style="list-style-type: none"> - Department for Research and Arts - Department of Development and Student Affairs

	Subject	Measure	Indicator	Due date	Officer/body responsible for implementation
9.	Enhancing the mobility of teaching and non-teaching staff	- Examining the reasons why the share of researchers and other employees involved in mobility is not larger	- Increased number of long-term mobilities - Increased number of mobilities of teaching and non-teaching staff	- December 2025	- Department of International Cooperation

HR Strategy Action Plan for Researchers for purposes of implementing the principles of the European Charter of Researchers and Code of Conduct for the Recruitment of Researchers, and Recommendations on Open, Transparent and Merit-based Recruitment Practices for the period 2024-2025 was adopted on 2 July 2024, at the 13th regular session of the Senate of the University of Maribor.

Rector of the University of Maribor
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