

People create UiT¹

Personnel policy for UiT the Arctic University of Norway

UiT The Arctic University of Norway is an academic community that seeks new insights and solutions through research and innovation, contributing to students' development at various life stages and an informed public debate.

Our vision is to be a driving force in the north. Together with students, employees, and society at large, we will leverage our location in Northern Norway and Sápmi, our academic breadth, and interdisciplinary advantages to shape the future.

Our mission is to provide high-quality research-based education and conduct artistic development work and research across the spectrum from basic to applied at a high international level. We will disseminate knowledge about our fields and contribute to innovation.

The social mission unites UiT across different studies, research fields, and large geographical distances. This requires good cooperation with business and society and international partners. We will strengthen knowledge-based and sustainable development, regionally, nationally, and internationally.

Core values such as academic freedom, scientific and research ethical principles, and scientific integrity underpin all UiT's activities. We will be courageous, engaged, and generous - close to the subject, people, and contemporary development. In this work, our employees are the most important resource. UiT must attract, develop, and retain employees. Our personnel policy is our most important tool in managing this. It includes all employees, including leaders at UiT, and constitutes a common platform for measures and consistent practice.

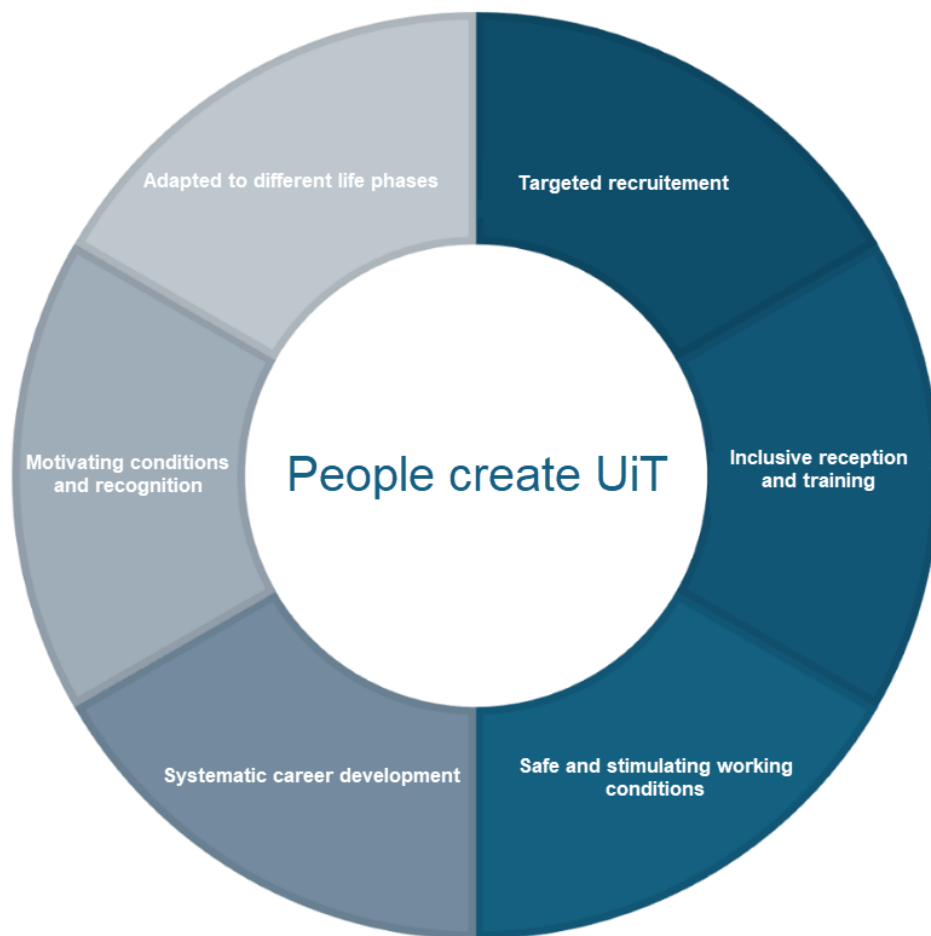
The responsibility for ensuring that the personnel policy is followed lies with the unit managers.

UiT's personnel policy is anchored in UiT's strategies and goals as well as Norwegian law and agreements and is overarching the university's guidelines and regulations in the personnel area².

¹ The translation is not official; it is provided for information purposes only. In the event of any inconsistency, the Norwegian version shall prevail.

² Important National and European Guidelines for Personnel Policy are Provided Through:

- [The Universities and Colleges Act](#) with supplementary regulations on employment conditions (Page not available in English)
- [The State Employees Act](#) with supplementary regulations and the State Personnel Handbook (Page not available in English)
- [The Working Environment Act](#) on systematic work with health, environment, and safety
- [The Main Agreement in the state](#) and UiT's adaptation agreement on co-determination and employee participation (Page not available in English)
- [The Main Collective Agreement in the state](#) and Local Salary Policy on salary and working conditions for state employees (Page not available in English)
- [Ethical guidelines for the state service](#)
- [The European Charter for Researchers](#) and Code of Conduct for the Recruitment of Researchers (Charter & Code) on recruitment, working conditions, and career development for researchers
- [Agreement on Reforming Research Assessment](#) (CoARA)
- [UHR guide for assessment in academic career paths](#) (NOR-CAM)
- [Act relating to equality and prohibition against discrimination](#)



Targeted recruitment

UiT will emphasize recruiting the best-qualified candidate for all types of positions through strategic staffing plans, competence profiles, candidate searches, and proper assessment processes. Equality, diversity, and inclusion are both a resource and a driving force in the university's work and will be included in the needs assessment during announcements and appointments.

We will be an attractive employer with competitive conditions, infrastructures, and working conditions for our employees.

UiT practices public announcements, transparency about assessment criteria, qualitative assessment, and the principle of qualifications to make the right appointments and promote equal opportunities for applicants. UiT particularly wants to attract talented young researchers and will emphasize future plans along with purely merit-based assessments, in line with, among others, NOR-CAM.

UiT emphasizes predictable employment conditions for all employees. Permanent tasks should be solved through permanent positions, in accordance with the main rule with the exceptions

set out in the Working Environment Act § 14-9. We will continue to reduce the scope of temporary positions, even under increased external funding. Part-time positions and shared positions should primarily be used to promote collaboration and access to special expertise.

Inclusive reception and training

UiT will ensure that new employees get a good start to their employment with accessible information, inclusion in the work environment, and knowledge of UiT. Employees will receive necessary training, and tailored competence offers to be able to solve daily tasks. Employees will acquire and update themselves on relevant subject areas, arrangements, rules, and routines at UiT. UiT will facilitate that new international employees simultaneously become familiar with the Norwegian language and working life.

UiT will ensure that new employees in recruitment positions receive good guidance, early introduction to relevant projects and networks, and are prepared for further careers within and outside academia.

UiT will provide practical training for new leaders, offer leadership development, and have arenas for experience exchange that promote the achievement of the organization's goals.

Safe and stimulating working conditions

UiT will create and maintain an inclusive and safe working environment where all employees give and receive professional and collegial follow-up and support. A safe and developing working environment is a commitment for both leaders and employees. We will promote academic freedom of expression and contribute to a healthy debate climate, in line with "[Expression Rules](#)" (page only in Norwegian). This happens by exercising leadership and employee engagement with responsibility, respect, and trust.

At UiT, participation and co-determination are exercised at all levels of the organization. UiT values different perspectives, creativity, and new ideas. Ethical guidelines and professional integrity will guide our actions. We will actively promote equality, diversity, and inclusion and counteract discrimination.

UiT will integrate health, environment, and safety into business management, leadership, and organizational culture. The status of the working environment and how our adherence to the EU's charter for researchers is practiced in the organization will be regularly examined.

UiT will have accessible, functional, and secure buildings, infrastructure that promotes our academic environments' competitiveness, and operate responsibly and sustainably concerning the external environment.

Systematic career development

Employees will have the opportunity to develop their abilities and potential and have a responsibility to contribute to the development of subjects and functions.

UiT will therefore facilitate predictable and equitable career paths in various competence areas in accordance with the needs of academic environments and society.

At UiT, leaders and employees will conduct annual employee and development conversations, work with guidance and development plans, and create professional development in accordance with the needs and opportunities of the employee and UiT.

UiT expects good employee engagement and a desire to contribute to the further development of the university and our subject areas. We will identify and break career barriers and further develop arrangements and measures for all job categories to contribute to this. We facilitate internal and international mobility, new work experiences, and competence enhancement that qualifies for professional development and changes in responsibility and tasks.

UiT expects responsible leadership and ensures that leadership development contributes to professional goal achievement and professionalization of the organization. We will further develop professional and institutional leadership as clear career paths.

Motivating conditions and recognition

UiT's employees will be recognized for their efforts and results and promote an organizational culture with clear feedback, collegial support, and recognition of qualifications and good results.

UiT has a consensual salary policy that is developed and practiced in collaboration between the employer and employee organizations as equal partners. Salary determination reflects the individual employee's responsibility, tasks, and competence and is practiced with the necessary flexibility to solve specific challenges. Salary development stimulates and builds on engagement, responsibility, experience, and good results for the organization.

UiT will communicate and contribute to further developing welfare benefits and conditions that are part of Norwegian working life and academia in general, and at UiT in particular.

UiT will have awards and recognitions that acknowledge special distinctions among individual employees and academic environments.

Adapted to different life phases

UiT will be a flexible and inclusive employer. UiT will prevent and reduce sick leave, include and prevent exclusion and dropout from working life, and make adjustments in the work situation based on age, functional ability, and life phase.

UiT will facilitate that employees can stay longer in work and that retirees can be engaged even after reaching the age limit of 70 years, either on ordinary engagement terms, senior terms, or through affiliation as emeriti where this is in the interest of the organization.