

**RECRUITMENT ANNOUNCEMENT**  
**for one member of the research team**  
**"Administrative justice reform",**  
**tasked with analyzing the foreign including the Czech legal system**

State Treasury - Institute of Justice, with registered office in Warsaw (ul. Krakowskie Przedmieście 25, 00-071 Warsaw), represented by the Director of IJ - dr hab. Marcin Wielec, prof. ucz. hereinafter referred to as the "Principal", invites you to submit applications in the competition **for three members of the research team "Administrative justice reform" within the implementation of the research project "COMPARATIVE RESEARCH PLATFORM 2023"**.

**I. Employment Information:**

- 1. Form of Employment:** Contract of mandate with a monthly salary of PLN 5,000 gross (in words: five thousand PLN gross).  
**Work hours:** up to 30 hours per calendar month. There must be constant phone and email contact throughout the project.
- 2. Anticipated duration of employment:** 8 months (April 2023 - November 2023)

**II. Terms of reference for member of the research team will include:**

- 1) developing, together with the research team leader, a research concept for the research team, allowing to achieve the main result in the form of a proposal for clarification of the concept of the rule of law (rationale, evaluation, implementation, correlation of the rule of law with the EU rule of law, etc., allowing to achieve the main result in the form of developing a proposal for the Polish legislator the appropriate legal framework (domestic law: criminal law, civil law, administrative law; international public and private law), based on solutions developed in this area inter alia in the Czech Republic. Among other things, the concept must include a clear and precise statement of 1) research objectives (including research questions and hypotheses); 2) the research methods planned to be used; 3) the significance of the planned research for the development of legal science and the situation of society; 4) the roles of individual members of the research team; 5) the planned timelines for achieving each of the anticipated partial deliverables to achieve the research team's main research outcome over the course of the project;
- 2) participating in the work of the research team and conducting own research - the result of the work in the form of a final report needs to be submitted to the team leader no later than November 1, 2023;
- 3) organizing, with the assistance of the Principal, scientific seminars using a web platform provided by the Principal, at which the current research results of the research team members, resulting from the research concept of the research team referred to in clause 1, will be presented within the following timeframe:
  - a. - seminar I - no later than May 15, 2023,
  - b. - seminar II - no later than June 15, 2023,
  - c. - seminar III - no later than July 15, 2023,
  - d. - seminar IV - no later than August 15, 2023,
  - e. - seminar V - no later than September 15, 2023;
  - f. - seminar VI - no later than October 15, 2023;
- 4) participation in all scientific seminars referred to in point 2 and presentation at each of them of current research results resulting from the research concept of the research team referred to in clause 1; in the event of objective circumstances preventing the research team member from attending a seminar in person, the researcher shall, prior to the commencement of that seminar, report that absence with an indication of the reasons to the research team leader and provide the presentation of the results in the form of a video recording,
- 5) preparation of a report in English on the conducted research during the months of April - October, in a form suitable for publication in a scientific monograph, and submission of this report no later than November 1, 2023. In the report, the researcher shall present the results of its research resulting from the research team's research concept referred to in clause 1.

The report should meet the following formal requirements: max. 80 000 characters with spaces, text boxes and footnotes, without the final references; the report should contain *de lege ferenda* postulates for the Polish and international legislator and information on other possibilities of using the research results in legal theory and practice;

- 6) organization, with the assistance of the Principal and participation in one event promoting the project no later than November 1, 2023. An event promoting the project may take the form of a radio/television/Internet interview, a press article, a press conference, a meeting with students. Other forms of events promoting the project are also acceptable, subject to prior approval by the Principal;
- 7) organizing, with the assistance of the Principal, an international scientific conference to summarize the results of the research conducted in April - October, by November 30, 2023;
- 8) participation in an international scientific conference referred to in clause 7 and presentation there of research results resulting from the research concept of the research team referred to in clause 1;
- 9) preparation of monthly research progress reports;
- 10) carrying out the instructions of the research team leader;
- 11) performance of other tasks commissioned by the Principal related to the subject scope of the project.

**III. Essential requirements for a candidate for research team member:**

- 1) academic or professional degree/title,
- 2) participation in at least 1 (one) scientific research project as a leader or contractor,
- 3) publishing at least 1 (one) scientific publication in Czech,
- 4) presentation of at least 1 (one) paper at scientific conference in Czech;
- 5) international experience, including but not limited to: participation in a scientific project financed by foreign external funds or authorship or co-authorship of at least one scientific publication in English or presentation of at least one paper at a scientific conference in a foreign language or presentation of at least one paper at an international conference held abroad or commencing a foreign research stay.

**IV. The rules for conducting the competition, including the criteria for evaluating the applications, are set forth in the Order of the Head of the Institute of Justice in Warsaw No. S 020.8.2023 dated March 8, 2023 on the conduct of the international scientific and research project entitled. "COMPARATIVE RESEARCH PLATFORM 2023" and conducting competitions for members of research teams.**

**V. Documents required of Candidate for research team member:**

The application should include all the requirements defined in clause III. The following must be specified inter alia:

- 1) year in which the science or professional degree was earned and the unit that conferred the credential,
- 2) information about scientific research projects (name, year completed, role in project, source of funding) in which the Candidate has actively participated,
- 3) full literature details of publications written by the Candidate,
- 4) titles of papers delivered by the Candidate, language of the papers, titles of scientific conferences, information about their status (national/international), organizers, venue and date.

The application should be submitted on the form set forth in Appendix 1.  
Applications must be accompanied by the Candidate's CV.

**VI. Information on the manner of communication with Candidates and submission of statements and documents:**

All applications, statements, requests, notifications and information may be submitted by the Principal and Candidates in writing or via electronic mailbox (e-mail).

**VII. The person on the side of the Principal authorised to contact the Candidates and provide explanations regarding this competition is:**

Zbigniew Więckowski and Agata Wróbel, e-mail: zbigniew.wieckowski@iws.gov.pl, agata.wrobel@iws.gov.pl

**VIII. Application requirements:**

1. The application should be sent electronically to the e-mail address: phrp3@iws.gov.pl or delivered in hard copy to the address of the Principal's registered office (Instytut Wymiaru Sprawiedliwości, ul. Krakowskie Przedmieście 25, 00-071 Warszawa) by **March 23, 2023 until 12:00**;
2. The application must meet formal requirements, be complete and delivered before the deadline referred to in clause 1;
3. Late or incomplete applications will not be considered;
4. The Principal reserves the right to cancel the procedure without giving any reason at any stage of the procedure, as well as to leave the procedure without selecting the Contractor;
5. The Principal may request Candidates to clarify the content of submitted applications and to supplement the requested documents and statements;
6. This announcement does not constitute a commitment by the Principal to enter into a Contract.

**IX. Additional information:**

1. Statements must be signed in own hand (both the offer and the CV);
2. The Contractor whose application is selected will be notified by e-mail to the email address provided in the application no later than **March 29, 2023**;
3. Individuals who do not meet the formal requirements will not be returned the documents provided;
4. For additional information, write at: phrp3@iws.gov.pl

**XI. Information clause**

Pursuant to Article 13 sections 1 and 2 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (Official Journal of the EU L 119, 04.05.2016, p. 1, as amended), hereinafter "GDPR", the Institute for Justice informs you that:

1. The controller of the personal data is the Institute of Justice with its seat at ul. Krakowskie Przedmieście 25, 00-071 Warsaw, tel. 22 826-03-63, e-mail: iws@iws.gov.pl.
2. The data protection officer at the Institute of Justice is Łukasz Boryczka, e-mail: lukasz.boryczka@iws.gov.pl.
3. Personal data is processed by the controller:
  - 1) in order to conclude a contract - the legal basis for the processing is the necessity to take steps at the request of the data subject prior to concluding a contract - Article 6(1)(b) GDPR or the consent of the data subject - Article 6(1)(a) GDPR, and if the documents contain the data referred to in Article 9(1) GDPR - the express consent to their processing referred to in Article 9(2)(a) GDPR;
  - 2) in order to comply with legal obligations incumbent on the controller resulting from universally binding regulations - the legal basis for processing is the necessity to fulfil a legal obligation incumbent on the controller - Article 6(1)(c) GDPR.
4. Personal data shall be retained for no longer than is necessary for the purposes for which they are processed, in accordance with the applicable legal provisions in this regard.
5. The data subject is entitled to:
  - 1) access the content of their personal data, request their rectification or deletion, on the principles set out in Articles 15-17 GDPR;
  - 2) restrict the processing of their data, in the cases specified in Article 18 GDPR;

- 3) data portability, on the principles set out in Article 20 GDPR, i.e. the right of the data subject to receive from the controller personal data concerning them in a structured, commonly used and machine-readable format;
- 4) withdraw consent at any time without affecting the lawfulness of the processing performed on the basis of consent before its withdrawal, insofar as processing is based on Article 6(1)(a) or Article 9(2)(a) GDPR;
- 5) lodge a complaint with the President of the Personal Data Protection Office, address: ul. Stawki 2, 00-193 Warsaw, in case the processing of personal data concerning him violates the provisions GDPR.
6. In order to exercise the rights referred to in clause 5 subclause 1-4, please contact the controller or the Data Protection Officer using the contact details indicated above.
7. The provision of personal data is necessary to take action at the request of the data subject before entering into a contract and to conclude a contract. Refusal to provide personal data prevents participation in the proceedings and conclusion of the contract.
8. The Principal informs that with regard to your personal data, decisions will not be taken by automated means, pursuant to Article 22 GDPR.

A handwritten signature in blue ink, consisting of a large, stylized initial 'P' followed by a series of loops and a long horizontal stroke extending to the right.