

# VHIO's OTM-R Policy

## Open, Transparent and Merit-based Recruitment of Researchers

### 1. Introduction

VHIO is committed to promoting excellence, openness, and fairness in research and innovation. In line with the guidelines of the Human Resources Strategy for Researchers (HRS4R) by Euraxess. On 2018 VHIO was granted with the HRS4R award, which was renewed on 2020. Since, we have developed this OTM-R policy to ensure open, transparent, and merit-based recruitment processes for researchers.

### 2. Scope

This policy applies to all recruitment activities conducted by VHIO, including the selection and hiring of researchers at all levels, from doctoral candidates to senior researchers.

### 3. Principles

VHIO's policy is based on the following principles:

- a) Equal Opportunities: We promote equal opportunities for all researchers, regardless of their gender, age, ethnicity, disability, sexual orientation, or any other personal characteristic unrelated to their professional qualifications.
- b) Merit-based Evaluation: Our recruitment processes are designed to assess candidates' qualifications, skills, and experience objectively, focusing on their potential to contribute to our research objectives.
- c) Transparency: We provide clear and accessible information about our vacancies, selection criteria, evaluation methods, and decision-making processes to ensure transparency throughout the recruitment process.
- d) Openness: We actively seek and welcome applications from national and international researchers, aiming to attract a diverse pool of talented candidates.
- e) Career Development: We support the career development and progression of researchers by providing a supportive and stimulating research environment, mentoring programs, and opportunities for training and professional growth.

### 4. Recruitment Procedures

- a) Vacancy Announcement: We will advertise our vacancies through diverse channels, including our website, relevant research networks, and Euraxess platforms, providing detailed information about the position, required qualifications, selection criteria, and application process.
- b) Assessment Criteria: Each PI/Sele will define clear assessment criteria based on the qualifications, skills, experience, and potential of candidates. These criteria will be communicated to applicants.
- c) Evaluation Methods: We will use a combination of evaluation methods, such as interviews, presentations, written tests, and reference checks, to assess candidates' suitability for the position.
- d) Decision-making Process: Each PI will make recruitment decisions based on the evaluation of candidates' qualifications and the fulfillment of the selection criteria.

Decisions will be objective, transparent, and communicated to all applicants in a timely manner.

e) Feedback: We will provide feedback to unsuccessful candidates upon request, offering constructive insights to support their professional development.

## **5. Monitoring and Review**

VHIO is committed to regularly monitoring and reviewing the implementation of our OTM-R policy to ensure its effectiveness and compliance with the HRS4R guidelines. We will actively seek feedback from applicants and researchers, making necessary adjustments to improve our recruitment processes.

## **6. Dissemination**

Our OTM-R policy will be made available to all stakeholders, including researchers, staff members, and relevant external parties. It will be accessible on our website, and its principles will be communicated during recruitment activities and induction processes.

## **7. Compliance**

Our research center is dedicated to complying with applicable national and international legislation, regulations, and ethical standards related to recruitment and employment practices.

## **8. Continuous Improvement**

We strive for continuous improvement in our recruitment processes, fostering an environment that attracts and retains talented researchers, supports their career development, and contributes to the advancement of knowledge and innovation.

With this OTM-R policy, VHIO aims to create an inclusive, diverse, and dynamic research community that drives scientific excellence and societal impact.