

Zagreb, October 9, 2018

Ref. no. 725/2018.

Based on Article 41, paragraph 8, of the Act on Scientific Activity and Higher Education (Official Gazette 123/03, 198/03, 105/04, 174/04, 2/07 — Decision of CCRC 46/07, 45/09, 63/11, 94/13, 139/13, 101/14 — Decision and Acts of the CCRC and 60/15 - Decision of the CCRC), Articles 25 and 30 from the Statute of the Institute for Tourism and the requirements of the National Council for Science, Higher Education, and Technology Development (as of April 10, 2018, Class: 640-03/16-01/0007 Registration number: 355-08-18-0035) to regulate additional conditions for selection of scientific positions, director of the Institute based on positive opinion of the Scientific Council of the Institute (17th session, October 9, 2018) delivers

ORDINANCE ON ADDITIONAL CONDITIONS FOR THE SELECTION OF SCIENTIFIC JOB TITLES

I GENERAL PROVISIONS

Article 1

(1) The criteria for the selection of scientific positions is regulated by the Act on Scientific Activity and Higher Education.

(2) This Ordinance establishes additional conditions for the selection of scientific positions in
Institute for Tourism (abbr. Institute).

(3) Expressions used in this Ordinance, which have gendered meaning, are used neutrally and
they refer equally to the male and female gender.

Article 2

(1) Selection for scientific positions is carried out on the basis of a public competition published in the Official Gazette, the daily press, the official website of the Institute (www.iztg.hr), and on the central Euraxess portal (<http://ec.europa.eu/euraxes>).

(2) Job openings from the previous paragraph are announced in accordance with the approvals received from the Ministry of Science and Education if the positions are financed from the National Budget and within the framework of the Ordinance on the Organization of Job Positions and Job Complexity Coefficients.

(3) The Institute can also finance individual positions from funds obtained from other sources.

(4) In the process of selection for a scientific position, the Scientific Council of the Institute appoints a commission of three members that submit to the Scientific Council an evaluation of the applicants and proposes one or more candidates for the position announced in the job openings. The members of the Commission must be with the same or different scientific title than the scientific position to which the candidate is selected. If it is not possible to form the Committee from employees of the Institute, if necessary, external members can be appointed to the Committee. The commission must evaluate whether the candidate(s) meet the minimum prescribed requirements and proposes the candidate(s) that meets the highest requirements.

(5) The final decision in the selection of candidates is made by the Scientific Committee based on the report of the Commission, which contains the evaluation of all applicants.

II CONDITIONS FOR SELECTION OF SCIENTIFIC POSITIONS

Article 3

Scientific positions are:

- (1) research associate,
- (2) senior research associate,
- (3) scientific adviser, and
- (4) scientific adviser with a permanent title.

Article 4

The general condition for selection of a scientific position is registration in the Register of Scientists with the same or higher scientific title, i.e., selection to a scientific title carried out by the Act on Scientific Activities and Higher Education. Additional conditions for selection to scientific positions are based on the excellence of scientific works, contribution to scientific research, organizational skills, contribution to the development of the scientific community, contribution to innovation, transfer of knowledge to the economy, and commercialization of scientific work.

Article 5

Additional conditions for selection of scientific positions are represented by works and activities in the entire scientific opus and activity of the applicant, namely:

(A) the application for the scientific position of *scientific associate* should complete at least 3 out of 7 conditions:

- (1) the number of published scientific articles in a foreign journal indexed in the Thomson Reuters Citation Index (Current Contents), or Web of Science (WoS), or a chapter in a book, or a chapter in a book or an author's book of the quality equal to a book of the comparable foreign publisher,
- (2) participation in at least one scientific project,
- (3) presentation at (at least one) international scientific meeting,

- (4) continuing education at foreign universities or scientific institutions of at least one month,
- (5) membership in the editorial board of a scientific journal or editor of a scientific book,
- (6) teaching in the higher education system or participating in a scientific project led by the Institute and another scientific institution, and
- (7) leadership, mentoring, or membership in the committee of undergraduate studies, final theses, postgraduate specialisations, and scientific master's theses,

Applicants for the position of *senior scientific associate* must satisfy at least 3 of the following 10 requirements:

- (1) the number of published scientific articles in a foreign journal indexed in the Thomson Reuters Citation Index (Current Contents) or Web of Science (WoS), or a chapter in a book or an author's book of the quality equal to a book of the comparable foreign publisher,
- (2) continuing education at foreign universities or scientific institutions of at least three months, continuously or without continuity,
- (3) delivering lectures at foreign universities or scientific institutions or cooperation with foreign universities or scientific institutions,
- (4) mentoring or mentoring of doctoral students or research fellows,
- (5) participation in Commissions for the Defence of works for the acquisition of academic and scientific degrees,
- (6) memberships or elections to the bodies of the most reputable domestic and foreign institutions,
- (7) reviewing scientific papers for domestic journals and publishers,
- (8) elections to scientific and teaching positions at universities,
- (9) participation in at least one scientific project i
- (10) management of at least 5 or collaboration on at least 10 commercial projects.

The applicant for the scientific position of *scientific adviser* should fill out at least 3 of the following 9 conditions:

- (1) number of published scientific articles in a foreign journal indexed in the Thomson Reuters Citation Index (Current Contents) or Web of Science (WoS), or a chapter in a book or an author's book of the quality equal to a book of the comparable foreign publisher,
- (2) participation in the organization of an international scientific meeting,
- (3) obtaining at least one leading position in scientific institutions (director, president of the scientific council, etc.) or scientific associations,
- (4) at least one scientific award or recognition for scientific work awarded by a recognized domestic or foreign scientific or higher education institution or election to membership in the bodies of the most reputable domestic and foreign institutions,
- (5) participation in commissions and working bodies of importance for the institute,
- (6) reviewing papers for foreign journals or publishers,
- (7) participation in at least one scientific project,
- (8) more than 20 commercial studies and projects i

(9) possession of certificates, accreditations, licenses, and authorizations relevant to commercial projects of the institute.

An applicant for the scientific position of *scientific advisor* in a permanent position should satisfy at least 2 of the following 8 conditions:

(1) the number of published scientific articles in a foreign journal indexed in the Thomson Reuters Citation Index (Current Contents) or Web of Science (WoS), or a chapter in a book or an author's book of the quality equal to a book of the comparable foreign publisher,

(2) holding at least one leading position in international scientific affairs institutions or associations,

(3) membership in the editorial board or editorial board of at least one foreign scientific journal or book series,

(4) reviewing foreign scientific research projects or higher education programs,

(5) stay at foreign universities or scientific institutions as a visiting teacher or researcher for a total duration of one year,

(6) participation in at least one scientific project,

(7) organizing and conducting at least one domestic and/or international scientific exhibition with the corresponding peer-reviewed catalogue, and

(8) manager of more than 30 commercial studies and projects.

III TRANSITIONAL AND FINAL PROVISIONS

Article 6

All selection procedures for scientific positions initiated before this Ordinance will be put into effect will be carried out following the rules that took the effect at the time of the initiation of said procedures.

Article 7

This Ordinance enters into force on the eighth day from the day of its publication on the Institute's official website.

President of the Scientific Council
Prof. Goran Kos Ph.D

Director of the institute
Damir Krešić, Ph.D.