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 **Internal Promotion Process Scheme**

**Expression of Interest for Promotion to Professor (Scale 2)**

**COVER PAGE – PLEASE READ CAREFULLY**

Name: Year of appointment to current post:

School: Discipline:

Please indicate whether part-time or full-time:

Link to your profile (via IRIS or equivalent):

**Typed CVs must be submitted online using this template only via e-recruitment using Employee Self Service (ESS) – handwritten forms will not be considered.** Please use font type **Calibri, Size 11, single spaced, portrait orientation only, on this form.**

**Before proceeding, please ensure that you have carefully read the Regulation on Academic Promotion to Professor (Scale 2)**

Please ensure that the information and summary of achievements listed in each section of this EOI can be supported by indicative evidence if shortlisted to proceed to full application. **You must evidence here how you have satisfied the relevant essential criteria requirements as found in Appendix B of the Regulation to establish a prima facie case for promotion. Candidates who establish a prima facie case for promotion will be shortlisted and invited to make a full application.**

The Board reserves the right to verify the information supplied by applicants. Candidates should note that **any inaccurate or surplus information will render the application null and void.**

Documents submitted will be shared with the Professor Scale 2 Promotions Board members, the independent external academics referred to in section 2.1.3 and 2.1.4 of the Regulations, external reviewers as referenced in the Regulations, the Head of College/ School, as applicable, (where feedback is requested), the Human Resources Department and where applicable, members of the Academic Promotions Appeals Board. **Full details of how your personal data is processed by the University are available at** [**https://www.ucc.ie/en/ocla/comp/data/**](https://www.ucc.ie/en/ocla/comp/data/)

Please note that it is optional to use a Teaching Profile Summary Template (available on ESS.) **If using this Template in your application, however, be reminded that you should embed it into your application form within its existing page limits.**

**NB: This template may not be altered. CVs exceeding the specified page limit will not be considered.**

1. **Learning and Teaching (Font Calibri, size 11, single spaced only)**

This should reflect teaching activity and be organised in sections corresponding to the Learning and Teaching criteria detailed in Appendix B. **Answers must not exceed the two-page limit.**

1. **Research and Innovation (Font Calibri, size 11, single spaced only)**

*This should reflect the research approach and profile of the candidate and be organised in sections corresponding to the Research and Innovation criteria detailed in Appendix B. Please list your top 5 publications/outputs on last page of this form.* ***Answers must not exceed the two-page limit.***

1. **Contribution to Academic Citizenship and Engagement (Font Calibri, size 11, single spaced only)**

*This should be reflective of the level of contribution made by the candidate to academic citizenship and should be organised in sections corresponding to the Contribution to Academic Citizenship and Engagement criteria detailed in Appendix B.* ***Answers must not exceed the one-page limit*.**

**Top Five Research Publications /Outputs**

*Please provide* ***a list*** *of your* ***top five*** *research publications or other research outputs below. You* ***should not*** *provide links at this stage. Candidates may choose to outline why they chose these publications/ outputs.* ***Answers must not exceed the one-page limit.***

**External Reviewers**

Names and contact details of four external reviewers: Please provide the names of four national or international External Reviewers in your discipline. Section 4.8 of the Regulation sets out the role of the External Reviewer

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| **Name of External Reviewer** | **Email Address** |
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