



## **emlyon Open, Transparent and Merit-based Recruitment policy for Permanent Professors**

### **1. Centralized Decision-Making for Position Openings**

Decisions to open positions for permanent professors are centralized at the level of the Dean for Faculty & Research. These positions are aligned with the school's global strategic objectives and the budgetary decisions made by emlyon's Executive Committee. The profiles for these positions are determined based on the needs articulated by the Heads of Department, who are regularly convened and consulted by the Dean. In July, the Permanent Faculty's representative body, known as the Faculty Committee, is informed about the number and types of positions available.

### **2. Decentralized Selection Process**

The selection process is decentralized to recruitment committees, each composed of a minimum of four professors, ensuring a balanced representation of R3 and R4 levels, as well as gender and national origins. The Head of Department appoints the recruitment committee, which may include members from other departments as necessary. A Permanent Faculty Coordinator oversees the administrative process and ensures compliance with recruitment regulations. Additionally, a designated 'Vigie Egalité & Diversité' within the recruitment committee is responsible for monitoring the distribution of male and female applicants and ensuring fairness throughout the assessment stages.

### **3. Application Assessment Procedure**

The assessment of applications follows a minimum of three steps (recruitment committees may introduce additional steps tailored to the specificities of their applicant pool, provided this does not increase the administrative burden on candidates):

- 1) Members of the recruitment committee review application packages to create a shortlist of candidates who meet the most criteria. Candidates not advancing at this stage are notified by the Permanent Faculty Coordinator.
- 2) Shortlisted candidates are invited to a recruitment day, which includes
  - a) a job talk presentation and
  - b) one-on-one interviews with committee members. Each permanent professor attending the job talk completes an assessment grid, and the results are aggregated to identify the top one and top two applicants.
- 3) Finalists are interviewed by the Dean for Faculty & Research and/or the Associate Dean for Research. The final decision is communicated by the Dean for Faculty & Research.



#### **4. Centralized Contracting Process**

Contracting is managed centrally by the Dean for Faculty & Research in collaboration with the Faculty Manager and the HR department. A relocation service is provided to assist each new permanent professor in moving to the geographical area of the campus, primarily the Lyon region.

#### **5. Onboarding Process**

Onboarding is coordinated at the Faculty Support Staff level for common administrative requirements and the scheduling of welcome meetings and presentations, while also being decentralized to individual departments. The Head of Department appoints an onboarding referent to facilitate social integration at emlyon and provide work-related guidance.

**Policy on Recruitment Practices:** emlyon adheres to a strict no in-breeding policy: the institution does not recruit former PhD or doctoral students, nor students who have been supervised by a member of the Permanent Faculty, until they have gained academic research experience elsewhere that positions them on par with an associate research professor at emlyon.