

Information for Candidates Academic Positions



Why UCalgary

- About UCalgary: <https://ucalgary.ca/about>
- What We Offer: <https://careers.ucalgary.ca/>
- The University of Calgary was ranked as one of the top research universities nationally by ReSearch Info. Source Inc. in 2023, on their Top 50 Research Universities in Canada list.
- We provide meaningful work that makes a difference both locally and globally.
- We are recognized as one of Alberta's Top Employers as well as one of Canada's Best Diversity Employers.
- We offer excellent professional and personal growth opportunities (tuition support program, flexible spending accounts, etc.).
- We are an energetic and dynamic community with access to multiple resources, state-of-the art facilities, sports and arts programs, lectures, and the conveniences of a small town.
- We offer a competitive total compensation package.

Life in Calgary

- Life in Calgary: <https://www.lifeincalgary.ca/>
- Calgary is one of the world's topmost liveable cities, with top marks in culture, environment and education (Economist Intelligence Unit).
- Calgary is the third most diverse major city in Canada, home to more than 240 different ethnic origins and over 165 spoken languages (Statistics Canada).
- Calgary has the highest labour force participation rate of major cities in Canada – making the city the best place to build a life and a career (Statistics Canada).
- Navigating the school system: <https://www.lifeincalgary.ca/move-to-calgary/finding-a-school/>
- Finding a home: <https://www.lifeincalgary.ca/move-to-calgary/finding-a-home/>
- Public transportation: <https://www.lifeincalgary.ca/move-to-calgary/settling-in/>

Important Resource Information

- HR website on hiring academic staff members: <https://www.ucalgary.ca/hr/hiring-managing/recruiting-and-hiring/recruit-and-hire-employee/academic-staff/continuing-contingent-or-limited-term>
- Academic Appointments Selection Procedures - GFC Academic Staff Criteria & Processes Handbook: <https://www.ucalgary.ca/hr/work-compensation/labour-relations/academic-labour-relations/academic-staff-tucfa>
- Relocation Procedures: <https://www.ucalgary.ca/hr/work-compensation/working-ucalgary/relocation>
- University Daycare: <https://www.ucalgary.ca/child-care/home>

Common Questions

Relocation:

- Candidates have up to one year to relocate.
- Relocation can occur from two locations – if candidates are doing so, it is best to indicate to the Dean/Department Head at time of accepting the offer.
- UCalgary will identify and manage the relocation process. Once the offer is signed, HR will reach out with further information.
- Relocation Procedures: <https://www.ucalgary.ca/hr/work-compensation/working-ucalgary/relocation>
- For questions not covered in the Relocation Procedures, email relocation@ucalgary.ca

Appointment Process:

- It may take up to 3-4 weeks for the appointment to be completed.
- **Start date** – if the candidate is unable to be in Calgary on the posted start date, discuss with the Dean (or equivalent) for a potential new date.

Start up funds/salary:

- Negotiated with the Dean (or equivalent), including the use of funds.

Tenure Track Appointments:

- Tenure-track positions are for four years, with the option to renew for two additional years. In the penultimate year, the academic applies for an appointment with tenure and promotion to Associate Professor or Associate Professor (Teaching)
- If the academic staff members meets the criteria (as outlined in the GFC Handbook) they can apply for tenure at any time and do not need to wait to year four or six years.

Immigration/work permits:

- UCalgary has an Immigration Services Team that will work with the candidate and their family to obtain necessary documentation.
- Family members may obtain an open work permit (if eligible).
- Resources can be found on the [Immigration Services](https://www.ucalgary.ca/hr/immigration-services) site, or by email hrimmigration@ucalgary.ca

Academic Performance Assessment:

- Academic staff are expected to provide a report on their activities for every two-year period.
- Academics are assessed every two years on the 'odd' year, and for the 'even' year they receive a merit increment, the same dollar value as they received on the odd year.

Career Processes

- Research & Scholarship Leaves: <https://www.ucalgary.ca/hr/work-compensation/labour-relations/academic-labour-relations/rsl>
- Tenure and Promotion: <https://www.ucalgary.ca/hr/work-compensation/labour-relations/academic-labour-relations/academic-staff-tucfa/tenure-and-promotion>
- Academic Performance Assessment: <https://www.ucalgary.ca/hr/work-compensation/labour-relations/academic-labour-relations/academic-staff-tucfa/academic-performance-assessment>
- Salary Anomalies: <https://www.ucalgary.ca/hr/work-compensation/labour-relations/academic-labour-relations/salary-anomalies>

Benefits and Pension Plans

- Benefit Plans, including employee and employer contribution rates: <https://www.ucalgary.ca/hr/benefits-pension/group-benefits/academic-staff/benefits-glance-academic>
- UAPP Pension Plan: <https://www.ucalgary.ca/hr/benefits-pension/pension-retirement/academic-staff>
 - Defined benefit pension plan provides monthly retirement benefit based on average salary (to pensionable salary caps) and pensionable service.
 - Most Academic Staff participate in the Universities Academic Pension Plan (UAPP). If your position is eligible to participate in the UAPP, you are automatically enrolled from your date of hire.
- Email benefits@ucalgary.ca for complicated benefit and pension related questions.