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# Guide for Applicants

External competition for  
tenured senior researcher,  
category 2

*(directeur·trice de recherche de 2e classe)*

**Bureau des concours chercheur·es**

Human Resources

9 cours des Humanités, CS 50004, 93322 Aubervilliers cedex, France

Tel.: +33 (0)1 56 06 20 09 / +33 (0)1 56 06 20 51

# CONTENTS

<b>INED .....</b>	<b>3</b>
MULTIDISCIPLINARY RESEARCH .....	3
RESEARCH POLICY ENGAGED WITH CONTEMPORARY SOCIAL ISSUES .....	3
WORKING AS A RESEARCHER AT INED .....	4
HOW RESEARCH IS ORGANIZED AT INED .....	4
REMUNERATION AND PROMOTION .....	5
<b>ELIGIBILITY CRITERIA .....</b>	<b>6</b>
APPLICANTS WHO HAVE HELD A TENURED RESEARCH POSITION WITHIN A FRENCH RESEARCH INSTITUTE .....	6
APPLICANTS WHO HAVE NOT HELD A TENURED RESEARCH POSITION WITHIN A FRENCH RESEARCH INSTITUTE .....	6
<b>COMPETITION PROCEDURE .....</b>	<b>7</b>
COMPETITION PHASES .....	7
① OPENING OF THE APPLICATION PLATFORM .....	7
② SUBMISSION OF THE APPLICATION .....	7
③ EQUIVALENCE PHASE .....	7
④ SHORT-LISTING .....	8
⑤ FINAL SELECTION .....	8
⑥ RESULTS .....	8
<b>PREPARING YOUR APPLICATION .....</b>	<b>10</b>
SCIENTIFIC SECTION .....	10
Report on previous research work (max. 20,000 characters including spaces, excluding bibliography) .....	10
Bibliography .....	10
Five-year research project (max. 20,000 characters including spaces, excluding bibliography) .....	10
Checklist of key points to be highlighted in your application .....	11
CONTACTS .....	11
<b>APPENDIX 1: REQUIRED DOCUMENTS .....</b>	<b>12</b>

# INED

Founded in 1945, the French Institute for Demographic Studies (Institut national d'études démographiques, INED) is a Public Scientific and Technical Research Establishment (EPST) with a mission to conduct research on all aspects of populations, to disseminate knowledge generated in this field, and to provide research training. Administratively attached to both the research and social affairs ministries, INED is a leading player in population science research, both within France and internationally.

## Multidisciplinary Research

Researchers at INED work in a wide range of disciplines: demography, of course, but also sociology, economics, history, geography, statistics, and epidemiology. The research conducted at INED aims to describe and understand the causes of changes taking place within populations in the areas of fertility, union formation and breakdown, mobility, migration and mortality. It addresses issues relating to gender relations, intergenerational relationships, social and geographical inequalities, and the links between population and environment. A significant portion of the Institute's work focuses on France but international comparison is frequently employed. Much research also looks at other geographical areas, with INED having a long research history in countries of the Global South.

## Research policy engaged with contemporary social issues

In accordance with its official missions, INED undertakes research studies on all aspects of populations. These studies aim to describe and understand the characteristics and dynamics of populations past and present, as well as the issues faced by these populations and the individuals that comprise them. Over the decades, as populations change, new research topics emerge. INED supports the production of original data and methods that enrich both scientific knowledge and public statistics, and that are disseminated within the scientific community and promoted to a wider audience. INED's research informs society about major issues of public debate. It makes an objective contribution to sensitive issues and can be used to guide public policy.

The way in which research is organized at INED is testimony to the huge wealth of topics studied here. Its ten research units<sup>1</sup> focus on particular themes (fertility, family, sexuality, mortality, health, mobility, migration, minorities, housing, etc.), a particular approach (economics, geography, history, etc.), or specific issues (inequalities, gender, countries of the Global South).

INED's research plan for the 2026–2030 period is based on five major research orientations that all research units are expected to follow. The first major orientation of the latest research plan focuses on the foundations of demography, namely the study of population dynamics over time through trends in fertility, mortality, and migration, as well as looking at spatial variations in these dynamics. INED places great value on the temporal and geographical “granularity” of data: access to increasingly precise data is enabling the study of trends and comparisons on varying geographical scales and the integration of local and global perspectives. The inequalities between social groups are a core research focus at INED and across all research projects conducted at the Institute. INED's second major orientation prioritizes the analysis of these inequalities from a life course perspective, with a longitudinal dimension. Indeed, these inequalities emerge and operate across different periods of life, from childhood to old age. Research also examines the intersectional dimensions of these inequalities, factors such as gender, race or origin, social background, sexual identity, and sexuality. The third major orientation focuses on the interactions between politics (or policies) and the population (or the individuals comprising it). It includes projects on public policies, with a particular focus on education and access to rights, especially among vulnerable populations. Research is also looking at establishments that accommodate specific populations (dependent or detained individuals) and their effect on the life trajectories of the individuals concerned. The fourth major orientation focuses on the frameworks of intimacy and interpersonal relationships. The relationships studied are not limited to family and couple relationships; they include other social interactions that influence life trajectories, including in the context of gender violence. All these interpersonal relationships shape each person's space of possibilities. This space lays the initial foundations for access to sexual and reproductive rights and reproductive justice, a form of justice that this research plan intends to highlight. While research projects at INED are usually conducted for descriptive or explanatory purposes, many, under the fifth major

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<sup>1</sup> Presented in detail on INED's website. The Institute is also joint host of the ELFE Mixed Research Unit, which runs the French Longitudinal Study of Children

orientation, are accompanied by critical reflection on the concepts, approaches and data used. During the 2026–2030 period, this critical reflection is particularly important since it comes at a time of significant methodological innovations—partially driven by the potential of artificial intelligence—that can be used to process increasingly diversified and, in some case, big data sources.

## Working as a Researcher at INED

The vacancy offered is for a full-time research scientist. In line with INED’s missions, our researchers:

- Undertake and develop research to study all aspects of populations
- Disseminate their research internationally (publications, conferences, etc.)
- Develop the capacity to provide expert knowledge and support to public policymakers, particularly when designing policies to address social challenges
- Contribute to research training through research in their field of competence
- Help inform the public about population questions.

INED’s researchers are free to define their research topics, in line with the Institute’s research plan and with the research areas of the units to which they are affiliated. They have access to financial resources from INED for conducting research and disseminating their findings. They are also supported by the engineers and technicians of INED’s research support departments: surveys, statistical methods, data processing, IT, documentation, publication, international relations, and communications. They have the opportunity to take methodology or language courses. Since French is the language of daily life at INED—and one of INED’s missions is to encourage the use of French—lessons are available for non-French-speaking researchers.

At various times in their careers, researchers may be called upon to head a research unit, oversee research projects, particularly the production of statistical surveys, or take on other tasks of collective use to INED (membership of editorial committees, doctoral matters, website, popularization and promotion of research, etc.).

## How research is organized at INED

Researchers at INED are affiliated to one or two research units. There are ten research units at INED, along with one joint research unit:

- |  |  |
|--|--|
| • Fertility, Families, and Couples [UR03]                | • Economic Demography [UR09]                       |
| • Gender, Sexuality, and Inequalities [UR04]             | • History and Population [UR11]                    |
| • Mortality, Health, and Epidemiology [UR05]             | • Mobility, Trajectories, and Territories [UR12]   |
| • Housing, Spatial Inequalities, and Trajectories [UR06] | • Sexual and Reproductive Health and Rights [UR14] |
| • International Migrations and Minorities [UR08]         | • Demography of the Global South [UR15]            |

For more information, visit: <https://www.ined.fr/en/research/research-teams>

## Remuneration and promotion

Senior Researchers are classed as Category A civil servants. Their salary increases regularly along a payscale, depending on their previous professional research experience.

Baseline monthly pre-tax remuneration (before previous experience is taken into account) is €3,757.

Level	1	2	3	4	5	6			7		
Gross Index	814	863	913	969	1027	HEA	HEA2	HEA3	HEB	HEB2	HB3
Period	1 year 3 months	1 year 3 months	1 year 3 months	1 year 3 months	3 years 6 months	3 years 6 months			-		
Gross salary with location allowance and research premium	€3,757	€3,950	€4,143	€4,356	€4,584	€4,888	€5,066	€5,304	€5,304	€5,512	€5,512

Senior researchers (category 2) can apply for promotion to the next level, senior researcher (category 1), after 4 years, and then for promotion to senior researcher (exceptional category) after 18 months' service as a category 1, level 3 senior researcher.

Certain roles that involve taking on additional responsibilities within INED may be allocated additional remuneration.

Researchers may also undertake teaching or scientific consultancy outside INED, in accordance with the civil service cumulative remuneration rules.

## ELIGIBILITY CRITERIA

### Applicants who have held a tenured research position within a French research institute

Provide proof of at least three years' service as a tenured researcher, as of the competition opening date.

### Applicants who have not held a tenured research position within a French research institute

Applicants must meet one of the following criteria:

- Hold a doctoral degree; as described in Article L. 612-7 of the French Education Code;
- Hold a *Doctorat d'État* or *doctorat de troisième cycle*;
- Hold a doctoral degree in engineering sciences;
- Hold a post-graduate diploma in dental science (DERSO);
- Hold a post-graduate diploma in human biology (DERBH);
- Hold a foreign university degree recognized as equivalent to one of the above qualifications by the INED Evaluation Committee;
- Provide proof of research production recognized as equivalent to the above qualifications by the INED Evaluation Committee.

**and provide proof of  
8 years'  
professional  
research  
experience**

The years of professional research experience must have been completed at a public science and technology or teaching establishment, in France or abroad. Where applicants have held research posts at other public or private institutes or organizations, in France or abroad, equivalence may be acknowledged by INED's Director, subject to the approval of the INED Evaluation Committee.

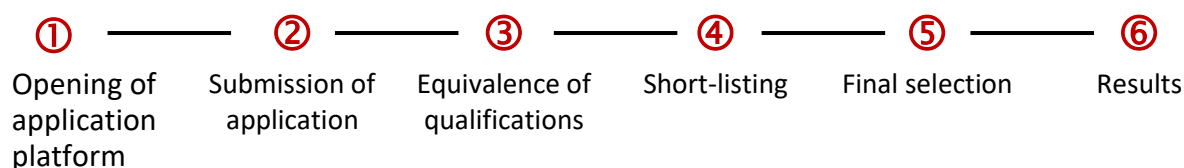
**Special cases:** in accordance with the French General Civil Service Code (Articles L.325-10 and L.325-12) and with the French Sport Code (Article L.221-3), qualification requirements may be waived for mothers or fathers who are raising or have raised three or more children and for elite athletes.

There are no age, gender or nationality restrictions.

# COMPETITION PROCEDURE

The external competition comprises the application completion and submission phases followed by three review and selection phases: an equivalence phase, a short-listing phase conducted by the preliminary selection committee (based on the written application file), and the final selection decision made by the final selection committee (based on the application and previous committee reports).

## Competition phases



The competition timetable is posted on the INED website:

<https://www.ined.fr/en/institute/joining-ined/competitive-examination/researchers-exams/>

### ① OPENING OF THE APPLICATION PLATFORM

- Applications may only be submitted online, between the date on which the application platform opens and the date it closes. Applications may be submitted in French or in English. The platform is accessed using the URL links published on INED's website (<https://www.ined.fr>).
- Applicants who are unable to register online can contact INED at the following address: [concours-promotion-chercheurs@ined.fr](mailto:concours-promotion-chercheurs@ined.fr)

### ② SUBMISSION OF THE APPLICATION

- The application may only be submitted during the period shown (between the competition opening date and the time and date for closing of applications).
- The platform will be closed at the time and date specified for the closing of applications, as indicated in the competition opening announcement and, on the website, <https://www.ined.fr/en/institute/joining-ined/competitive-examination/researchers-exams/>
- The application will only be admissible if the candidate has clicked on the "Submit the file" button
- The application can be amended (even after clicking on the "Submit the file" button) until the closing date and time of the application platform.
- A complete application must include all the documents listed in Appendix 1. See the section below, "PREPARING YOUR APPLICATION", for details about the scientific part.
- Documents must be uploaded using the file naming convention specified in the form (SURNAME\_First name\_Type of document).

#### IMPORTANT:

Any application file that is incomplete will be automatically rejected.

### ③ EQUIVALENCE PHASE

- If you do not hold a doctorate from a French university, you may request recognition of equivalence, either on the basis of a doctorate awarded by a foreign university, or because you can provide proof of adequate research production.

- Your equivalence request will be reviewed by the Evaluation Committee.
- You will be informed by post if equivalence is not recognized.

#### ④ SHORT-LISTING

The preliminary selection committee which reviews the applications is composed of members of INED's Evaluation Committee who hold a similar or more senior position to the vacancy in question. These include senior researchers elected to the Evaluation Committee by their colleagues, along with scientific experts from outside the Institute, appointed by the INED Director. The list of members is available here:

<https://www.ined.fr/en/institute/who-are-we/organization/governing-bodies/evaluation-committee/>

- Two rapporteurs, one internal and one external, are randomly assigned to each application.
- After review and discussion of the application files, the preliminary selection committee will prepare a short-list of applicants, in order of merit, and submit a report on each short-listed applicant to the final selection committee.

#### ⑤ FINAL SELECTION

The final selection committee is composed of a chair and eight members occupying posts equivalent to or more senior than the post(s) to be filled:

- a) The Director of INED or their representative chairs the selection meeting
- b) Four members of INED's Scientific Council, nominated by the Scientific Council and appointed by the Director, including two elected internal members and two external members
- c) Four leading scientists from the research community, whether affiliated to INED or not, appointed by the Director.

The list of members is available here: <https://www.ined.fr/en/institute/joining-ined/competitive-examination/researchers-exams/>.

- The final selection committee publishes the name(s) of the successful applicant(s) based on:
  - The applicant's written application
  - The minutes of the preliminary selection committee meeting
  - The preliminary selection committee's report on the applicant.

The ranking established in the short-listing phase may change following the meeting of the final selection committee, which takes INED's research priorities into consideration as well as the quality of the applicant(s). The final selection committee may produce a waiting list.

If the list of successful applicants is shorter than the number of positions available through the competition, the Director may decide to postpone recruitment for all or some of these positions to one or more later competitions.

#### ⑥ RESULTS

Lists of short-listed and successful applicants are posted at INED and on its website:

<https://www.ined.fr/en/institute/joining-ined/competitive-examination/researchers-exams/>.

All applicants will receive a letter informing them of their results.

Successful applicants must accept or refuse the position offered within eight days of receiving the offer letter sent by INED.

If a successful applicant accepts the position, they are appointed as a senior researcher (category 2) by INED's Director. The Director allocates them to one or two research units within INED.

In order to be appointed, applicants must meet the following criteria:

- Enjoy full rights as a citizen (right to vote and hold public office)
- Have a clean criminal record (no convictions rendering them ineligible to hold public office)
- Satisfy the physical fitness requirements for the position



- Be in compliance with immigration laws
- Have completed, or be exempt from, their country's national service obligations.

If the opportunity arises to appoint one or more applicants from the waiting list, INED will contact applicants on the waiting list in order of merit. The waiting list automatically expires on the opening date of the following competition or two years after the list was established, whichever is sooner.

Applicants on the waiting list may only be hired by the Director in the event of the withdrawal of applicants on the main list, or if a new vacancy arises before the expiry of the waiting list (see previous paragraph).

**After the competition has ended and for a month after the publication of the results, applicants may contact the chair of the preliminary selection committee to obtain information about the strengths and weaknesses of their application.**

# PREPARING YOUR APPLICATION

## Scientific Section

Applications may be submitted in French or English.

### Report on previous research work (max. 20,000 characters including spaces, excluding bibliography)

This report should enable members of the selection committees to clearly grasp your research interests. As your CV is included elsewhere in the application, you do not need to repeat information provided there, but you can provide more details. When presenting your career so far, make sure you emphasize your personal contribution to your research field(s) and your skills and experience in managing or coordinating research. Describe the contribution your research has made to the literature and to debate and questioning in your research field, highlighting your role in these research activities. Explain how you are known within your research community, whether through projects, governance, teams, committees or networks that you have coordinated or directed.

You are also encouraged to detail how you have participated in the administration, coordination and promotion of research activities, and your engagement with the departments and research teams to which you have been affiliated, for example through your involvement in tasks of collective interest, editorial activities, organization of scientific events, administrative roles, or peer-review activities.

You may summarize your research activities and responsibilities as you wish, either chronologically or by topic: the important thing is to clearly show your personal contribution and the originality of your work. For all results presented, specify the context within which the research project was carried out (e.g. a collaborative project, etc.), whether or not it has been published, and its take-home message. If the work was collaborative, clearly identify your personal role and responsibilities.

Where relevant, this report should also describe and explain any shifts in topic or geographical mobility.

The selection committees are composed of leading scientists from a variety of disciplines, so you must be clear and avoid any jargon. Remember that not all those evaluating your application are specialists in your field.

The online form will ask you to provide a summary of this previous research report (max. 1,500 characters including spaces). This summary will be easily accessible to all members of the selection committees throughout the various selection phases and you are advised to draft it with care.

## Bibliography

You should make sure your publications can be accessed by those evaluating your application.

A letter of acceptance is required for research papers that have been accepted by a peer-review board or editor but have not yet been published. If you have articles under consideration, you may list them under the heading "R - Other" and you must provide written confirmation from the editor. Current research not yet formally accepted can be listed under the heading "M - Working papers, published in a working papers series".

### Five-year research project (max. 20,000 characters including spaces, excluding bibliography)

Your research project, to be formatted as you wish, must cover a working period of about 5 years. The project must be carefully drafted and referenced (include a bibliography). It does not need to be directly linked to your previous research, but you must consider the necessary elements for its implementation:

- Originality: present the topic and research questions clearly, and show how the envisaged research is innovative and original. Describe how the project relates to current debates and research questions, along with its anticipated contributions
- Feasibility: present the research approach you propose to implement: the sources and data you intend to use, the methods of analysis envisaged, what collaborations you may consider, the investment needed, and a prospective 5-year timetable
- Relevance to INED's research objectives: describe how the project fits with or links to INED's existing projects. Specify the team(s) with which you intend to develop the project and why

- Anticipated extensions to this project in the longer term.

Any research project should have a sound basis (associated with the applicant's experience of project leadership) and may involve a degree of risk: you can describe these two elements separately, distinguishing the work that has already been done from what is more uncertain. If any difficulties are anticipated, explain how you intend to tackle or overcome them.

The online form will ask you to provide a summary of this research project (maximum 1500 characters including spaces). This summary will be easily accessible to all members of the selection committees throughout the various selection phases and you are advised to draft it with care.

### **Checklist of key points to be highlighted in your application**

The list below provides a summary of the key points that applicants should highlight in their application. It should not be regarded as a list of compulsory points to include but as a check-list to help applicants with their submission. The priority given to each of these points is discussed and determined by the preliminary selection committee.

#### **Applicant's compatibility with the job description**

##### **General requirements**

- Experience in population research
- Expertise in quantitative analysis techniques
- Ability to present and discuss own research, in writing and orally
- Level of written and spoken English
- Ability to engage in multidisciplinary work as part of a team

##### **Research Experience**

- Quality of research production within the discipline and contribution to progress in this field
- Range of experience (surveys, fieldwork, experience in other organizations, fellowships at foreign universities or research centres, etc.)
- Coherence of professional and scientific career
- Development of research instruments (surveys, databases, programming, methods, etc.)
- Involvement in training through research and teaching
- Collaborative work and membership of national or international networks

##### **Research Project:**

- Originality, innovation, position compared to existing literature
- Feasibility, ability to assess risk

##### **Contribution to the dissemination of research findings and scientific culture**

- Expert consultancy (studies, advice, public policy support), and the transmission and dissemination of research findings and scientific culture across the population.
- Open access availability of research findings (publications, data, codes and other products)

##### **Promotion and organization of research and tasks of collective interest**

- Promotion of research (organization of scientific events, involvement in daily life of laboratory/unit, etc.)
- Editorial work (leader or member of peer-review board, reviewer, etc.)
- Management, coordination or promotion of projects, networks, teams, etc.
- Assessment activities (projects, competition panels, etc.)
- Membership of committees, public bodies, scientific councils, working groups, etc.

### **Contacts**

If you would like to, you can contact the research unit heads or senior researchers at INED (excluding members of the selection committees), based on your research interests, for any relevant information about the position, working environment, etc., to help prepare the scientific part of your application.

For further information, you can contact the *Bureau des concours chercheurs*: [concours-promotion-chercheurs@ined.fr](mailto:concours-promotion-chercheurs@ined.fr) tel. +33 (0)1 56 06 20 09 / +33 (0)1 56 06 20 51

INED, Bureau des concours, 9 cours des Humanités, CS 50004, 93322 Aubervilliers cedex, France

## APPENDIX 1: Required Documents

The documents listed below are mandatory and you will be asked to upload them via the online application form. All incomplete applications will be rejected.

If you submit documents that have not been requested, the selection committee will decide whether or not these documents can be taken into consideration.

**Applicants should pay particular attention to the naming conventions defined for the documents to be uploaded in support of their application (SURNAME\_First name\_Type of document).**

⇒ Applicants who have held a tenured research position for at least three years within a French research institute

□ Copy of the decision appointing the applicant as a tenured researcher

⇒ Applicants who have not held a tenured research position within a French research institute but have a French educational qualification

□ Copy of the qualification required to apply for the position of senior researcher, category 2.

□ Work certificates and/or other official proof of 8 years' employment within a research post

□ Chronological list of research positions held, providing evidence of 8 years' professional research work

⇒ Applicants with a foreign university qualification

□ Copy of the qualification required to apply to the position of senior researcher, category 2.

□ Translation into French of the foreign PhD certificate, **done by a sworn translator**<sup>2</sup>

□ Work certificates and/or other official proof of 8 years' employment within a research post

□ Chronological list of research positions held, providing evidence of 8 years' professional research work

⇒ For applicants requesting recognition of equivalence based on research production

□ Copy(-ies) of the applicant's qualification(s)

□ Work certificates and/or other official proof of 8 years' employment within a research post

□ Chronological list of research positions held, providing evidence of 8 years' professional research work

⇒ For applicants with a qualification exemption

□ For mothers or fathers who have raised three children: copy of official family record book.

□ For elite athletes: copy of the sports ministry decree

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<sup>2</sup> "Sworn translators" are translators officially authorized by a legal or government authority to produce legally binding translations, bearing a stamp or official seal. Lists of sworn translators are available on the official government website of your country. Sworn translations are required by the French regulations on public sector recruitment competitions (Article 1 of Decree 2007-196 of 13 February 2007). Sworn translations are not required if your diploma or certificate is already in French. If the foreign qualification is issued in French, you are not required to use a translator. <https://www.service-public.gouv.fr/particuliers/vosdroits/F12956>

☐ **Curriculum vitae**

- Higher education qualifications with title, school or university, location and year
- Current position
- Research-related employment history, with start and end dates, role, type of remuneration (salary, scholarship, allowance, temporary employment, contract, etc.), and establishment (specifying whether it is a French, foreign or international)
- Teaching experience
- Research promotion and involvement in collective interest tasks

☐ **Report on previous research work (max. 20,000 characters, including spaces, excluding bibliography)**

☐ **Bibliography** (A template for presenting your publications is available on the online application form)

Include an acceptance letter from the editor or peer-review board at the end of this list for any article or book that has not yet been published.

☐ **Five-year research project (max. 20,000 characters, including spaces, excluding bibliography)**

☐ **Five of your most important published works, in your opinion**