

POSTDOCTORAL RESEARCH FELLOWSHIP SCHEME 2016

CLOSING DATE: 29th June 2015

The University of Sydney Postdoctoral Fellowships were established in 1996 to support excellence in full-time research undertaken in the University. The Fellowships are extremely prestigious and highly competitive internationally in line with equivalent externally funded fellowships. They are intended to support early career researchers. Applicants must have an outstanding track record relative to opportunity in order to be short-listed. Successful applicants are expected to be based full-time at the University for the duration of the Fellowship.

Eligibility

Strong preference will be given to applicants seeking to join the University from another organisation in Australia or from overseas.

Applicants must have a PhD award dated no earlier than 1st January 2010 and no later than 1st January 2016. Applicants with a PhD award dated later than 31st December 2014 are extremely unlikely to be competitive and should talk to the host Head of School (or equivalent) to assess competitiveness before applying. Applicants with a PhD awarded by the University of Sydney within the timeframe specified above may only apply if they have held a paid position with another organisation subsequent to the award of their PhD.

PhD award date is defined as the date on the testamur.

Applicants currently employed at the University of Sydney or other affiliated institutions (including but not limited to medical institutes) who commenced such employment after the award of their PhD AND on or after 1st July 2014 are eligible to apply.

Applicants must have obtained the support of a proposed sponsor and endorsement from Head of the host School (or equivalent).

Career interruption¹

Candidates, who were awarded their PhD after 1st January 2007 and have had a period of significant career interruption² can ask to have their eligibility considered.

Applicants wishing to make a case for consideration must submit a written request on the Career Interruption template to the Research Grants & Contracts Unit by **5th May 2015**.

The Career Interruption template can be downloaded from the [Research Support website](#)

Assessment Criteria

Excellence will be the primary criterion, both in terms of the project and the researcher. Equal weight will be given to the quality of the project and the track record of the applicant relative to opportunity. The alignment of the proposed research with existing activity and the environment in the host School or Faculty will also be an important consideration.

¹ Career interruptions include but are not necessarily limited to maternity leave, major illness and carer responsibilities such as parental leave or care for immediate family (e.g. spouse, children or elderly parent)..

² A period of 3 months or more is considered significant in this context.

Overlap with other Fellowship schemes including the Australian Research Council and the National Health and Medical Research Council

Applicants who have requested Fellowship support from other sources in 2015 for funding in 2016 may submit the same project to the University of Sydney Fellowship Scheme provided full disclosure is made in the application. If a successful applicant is awarded a Fellowship from another source, the University of Sydney Fellowship must be relinquished within 2 months of notification of the other award. If necessary the University will provide a supplement to ensure the salary and research support are equal to the University Fellowship.

Preparing an Application

The application process, forms and related information is available from:

[Research Support website](#)

(Please note: These Guidelines are for applicants applying to all Faculties/Schools other than the Faculty of Arts and Social Sciences. If you are applying to any school in the **Faculty of Arts and Social Sciences** please refer to [FASS guidelines](#).)

Applicants are required to follow a three stage process:

1. ***You will need a USyd academic “sponsor”*** - A sponsor is a current University of Sydney academic working in your field or a field closely aligned with yours, who will support your application. Please find a University of Sydney academic who is field-appropriate for you and contact them directly. Please ask that person to discuss your proposal with the Head of host School (or equivalent) and provide you with a brief written endorsement. **Under no circumstances should applicants contact the Head of host School (or equivalent) prior to having approval from the sponsor.**
2. Complete an [Expression of Interest form](#) and send to the Head of School (or equivalent) by 15th May 2015. Information required on the EoI includes contact information, name of sponsor, a 500 word project description, information regarding strategic alignment with the Faculty/School and a Curriculum Vitae

The Head of School (or equivalent) will inform applicants by **3rd June 2015** whether they will be competitive and supported this round. Only those applicants endorsed by the Head of the host School (or equivalent) should proceed to a full application.

3. **After you have been endorsed by the Head of the host School (or equivalent) you can proceed to submit an application.** Applications must be submitted through our Online Application System. Please visit sydney.edu.au/positions and search for Postdoctoral Fellowships.

You will need to upload the following attachments as PDF document. All attachments should be clearly typed on single sided A4 pages, using 12 point font size with at least a 2 cm margin on each side:

- Curriculum Vitae including details of a PhD award, research experience after the PhD and number of publications and citations. **The Curriculum Vitae should be no more than 5 pages – additional pages will not be considered;**
- Copies of transcripts. Please include English translations if applicable;
- Proof of a PhD award. Please include English translations if applicable;
- The proposed research project including project title, aims and significance, research plan, methods and techniques, alignment of the proposed research with existing activity and the environment in the host School. This section should be no more than **4 pages** including bibliographic references which **MUST NOT** exceed half a page. Aim for at least half a page for the alignment and research environment section. In the methodology section it is essential to clearly detail what you are going to do and why/how this will achieve the aims of the project and advance the knowledge base of the discipline. **Additional pages will not be considered by the Selection Committee;**

- Formal approvals and signatures form. It is the responsibility of the applicant to obtain signatures prior to the closing date from the Head of the proposed host School (or equivalent) AND the proposed mentor. The signature from the Head confirms their agreement to provide 20% of the Fellowship salary. **Unsigned applications received by the Research Grants & Contracts Unit will not be considered.** Note that applicants with a PhD from USyd must not have their PhD supervisor as the Fellowship mentor;
- Up to two confidential referee reports must be sent to recruitment@sydney.edu.au by **29th June 2015**. Referees should be selected on the basis of their capacity to constructively comment on the intellectual calibre and quality of the applicant and their work, track record relative to opportunity, and the potential of the applicant to be internationally competitive for subsequent fellowship applications (ie. within the top 10-15% of their field). **A nominated mentor cannot be a referee.** Each report must be completed using the template available from the website above and should address the selection criteria. It is the responsibility of the applicant to ensure that referee reports are submitted by the due date. Late reports will not be considered. A template report form is available from the website specified above. NOTE: if more than two referee reports are received for an applicant the first two received will be used and all others discarded.

The Referee Report template and the Head of Schools Formal approvals signature form can be downloaded from the [Research Support website](#).

Conditions of Award

The Fellowship is awarded under the following conditions:

1. Applicants must have a PhD award dated no earlier than 1st January 2010 and no later than 1st January 2016. ;
2. Applicants with a PhD awarded by the University of Sydney within the timeframe specified in condition 1 may apply if they have held a position with another organisation subsequent to the award of their PhD;
3. Applicants currently employed at the University of Sydney or other affiliated institutions (including but not limited to medical institutes) who commenced such employment after the award of their PhD AND on or after 1st July 2014 are eligible to apply;
4. Fellows must become fulltime employees of the University of Sydney and must not hold a concurrent paid appointment (eg. clinical appointment in a hospital);
5. The duration of the Fellowship shall be for a maximum period of three years;
6. Appointments must commence by 30th June 2016, unless the Deputy Vice-Chancellor (Research) approves otherwise;
7. A salary (taxable) will be provided at Level A8 of the University's Academic salary scale;
8. A research support grant totalling \$25,000 will be provided upon commencement of appointment to assist Fellows establish their research in the host School. The Head of School must approve expenditure of this grant;
9. Fellows are expected to focus on research full time for the duration of the Fellowship. Fellows may be required to undertake other duties for up to 6 hours per week (eg: teaching duties, committee representation);
10. A minimum cost airfare direct to Sydney, and return to point of departure on expiry of the Fellowship, will be provided. Fares for dependants, visa charges and removal expenses, will not be provided. Claims for travel expenses will normally be paid on production of an invoice or a receipt from a travel agency;
11. The work performance of Fellows will be reviewed annually in accordance with the University's Performance Management and Development Program. A final report covering all aspects of the work

undertaken (including grants awarded, grants applied for and their status, details of student supervision or co-supervision, conference presentations and publications) and details of any new knowledge gained in the field of study must be forwarded to the Research Grants & Contracts Unit at the completion of the Fellowship. This should be accompanied by an evaluative commentary by the Head of School. The final report template can be downloaded from [Research Support website](#) ;

12. Fellows shall be entitled to recreational, sickness and maternity leave in accordance with the University's general policy for all staff. All recreational leave must be taken within the period of the appointment. However, applicants with significant caring responsibilities who wish to maintain a research career but are unable to do so because their capacity to engage in full-time employment is limited are encouraged to apply. Requests to suspend or vary the hours of an award must be submitted to the Research Grants & Contracts Unit and approved by the Deputy Vice-Chancellor (Research);
13. University funded Fellows are strongly encouraged to apply for external fellowship funding and in addition to the research support described in item 8 above, if successful within the first two years of the Fellowship, the University will provide a one off amount of \$30,000 for research support; The amounts above are provided on condition that the University funded Fellowship is relinquished in accordance with item 14 below;
14. Successful applicants awarded a fellowship or equivalent from another source must relinquish their University of Sydney post-doctoral research fellowship within 2 months of notification of the other award;
15. Any Fellow considered not to be making satisfactory progress will have the Fellowship reviewed by a committee appointed by the Deputy Vice-Chancellor (Research) which, at its absolute discretion, may terminate the Fellowship; and
16. The University asserts certain ownership rights of intellectual property created in the course of the fellowship subject to the University's [Intellectual Property Rule](#)

For further information please contact Ms Jane Zhang, Research Grants & Contracts Unit, email research.grants@sydney.edu.au or phone +61 2 8627 8103.