

# Application for NUI Post-Doctoral Fellowship in the Humanities 2012



Ollscoil na hÉireann  
National University of Ireland  
The Registrar,  
49 Merrion Square,  
Dublin 2, Ireland  
  
Phone +353 1 439 2424  
Fax +353 1 439 2466  
awards@nui.ie  
www.nui.ie

Please complete all sections.  
Please write in block capitals.

Surname \_\_\_\_\_

First name(s) \_\_\_\_\_

Date of birth \_\_\_\_\_ 

D	D	M	M	Y	Y	Y	Y
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 Male  Female

Permanent address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mobile / Phone \_\_\_\_\_

Email \_\_\_\_\_

Have you previously applied for an NUI Scholarship?  Yes  No

Are you in receipt of funding from other source(s)?  Yes  No

*If yes, please provide additional information with your application*

*Classification, for example 1H or 2.1  
Institution, for example UCD or NUIG*

## Qualifications

Degree Title	Year conferred	Classification	Institution								
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Y	Y	Y	Y								

## Research

Research subject area \_\_\_\_\_

Title of research proposal \_\_\_\_\_  
\_\_\_\_\_

Proposed venue for Fellowship \_\_\_\_\_  
\_\_\_\_\_

## Academic referees

Academic referee one	Academic referee two
Name _____	Name _____
Institution _____	Institution _____
Address _____ _____	Address _____ _____

**APPLICATION CHECKLIST**

Applications must include:

- A Research proposal
- B Application form
- C Curriculum Vitae
- D Certified academic transcript(s)
- E Details of previous grants
- F List of scholarly publications
- G Academic references (x2)
- H Letter of support

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I A copy of your research proposal (Word format), to awards@nui.ie

The closing date for receipt of completed applications is  
**27 April 2012**

Signature \_\_\_\_\_

Date of signature \_\_\_\_\_ 

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# Regulations for NUI Post Doctoral Fellowship in the Humanities 2012

The National University of Ireland is pleased to invite applications for two NUI Post-Doctoral Fellowships in the Humanities, offered for competition in 2012.

Of these, the University is pleased to introduce the **Dr Garret FitzGerald Post-Doctoral Fellowship in the Humanities**, which will be offered to NUI graduates for the first time in 2012 and biennially thereafter. This new Fellowship is to honour the memory of the late Chancellor of the National University of Ireland who died in 2011. The Fellowship(s) will be awarded on the basis of a common competition open to NUI graduates in all branches of the Humanities.

## 1. Value of Fellowship(s)

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The value of the Fellowship(s) is **€80,000**, i.e. €40,000 per annum, to be paid in instalments (subject to deduction of taxation and related statutory deductions - see section 4.6 (i) below) over a two-year period.

## 2. Objectives

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The Fellowship(s) is intended to encourage and support a post-doctoral candidate of proven academic excellence to advance their scholarly research in their chosen field in a constituent university or a recognised college of NUI. It is expected that the research will result in a substantial contribution to knowledge worthy of publication.

## 3. Eligibility

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- 3.1 Graduates of doctoral status (awarded no earlier than 1 January 2007), holding any degree of the National University of Ireland, and whose doctorates are in any area of the Humanities.
- 3.2 For the purpose of this competition, Mathematics, Mathematical Physics and Statistics will not be included in the Humanities. Graduates in these areas are invited to apply for the NUI Post-Doctoral Fellowship in the Sciences where these subjects have been included.
- 3.3 Full-time members of staff in the constituent universities and recognised colleges of the NUI *or* of other higher education institutions are not eligible to apply for these Fellowships.

## 4. Terms and conditions of the Fellowship

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### 4.1 Tenure

The Post-Doctoral Fellowship will be tenable in NUI. The holder may elect to take up the Fellowship in any of the constituent universities or recognised colleges of NUI, subject to the concurrence of the Senate and the institution concerned. The holder will be based in a Department/School in one of the NUI institutions.

### 4.2 Duties

The holder of the Fellowship will be required to complete a substantial piece of research and publish the results in book form, or as articles in refereed journals, with an acknowledgement of the support received from NUI. In addition, the holder will be required to conduct a seminar in the Department/School to which he/she is assigned and/or within the NUI system, and on an occasional basis, to participate in the programmes on offer in the Department/School, subject to the conditions set out below.

#### 4.3 Responsibility to Head of Department/School

The holder of the Fellowship will be responsible to the Head of the Department/School in the NUI institution to which they are assigned, and thereafter to the NUI Senate. The holder will be required to report on the progress of their work to the head of Department/School, or other designated authority in the institution to which they are attached. The Head of Department/School will be required to advise the Senate on the progress of the work.

#### 4.4 Institutional support

The Department/School will acknowledge the holder of the Fellowship as an independent investigator who will be assigned the resources and the normal facilities available to members of the academic staff in that Department/School. In applying for the Fellowship, candidates are required to indicate any specific facilities required for their research.

#### 4.5 Hours of work

The Fellowship is a full-time one, and the working time is that reasonably required to fulfil the duties of the post, taking account of socially acceptable norms. The holder is not entitled to hold any other appointment or undertake any work, which in the opinion of the Senate, may impair or hamper the due discharge of the terms of the Fellowship.

#### 4.6 Fellowship payments

- (i) Post-Doctoral Fellowship payments are subject to deduction of PAYE/PRSI and related statutory deductions at source.
- (ii) Post-Doctoral Fellowship payments are not subject to deduction of the Pensions Levy; the award of the Fellowship does not confer employment or pension rights.
- (iii) Payments are made electronically through the university payroll system on the 26th of each month, with effect from an agreed date.

#### 4.7 Notice Period

The appointment is terminable at not less than three months' notice in writing, given either by the University or by the holder of the Fellowship. Any earlier termination date will be subject to agreement with the Head of Department/School in order to take account of the holder's current duties and responsibilities.

#### 4.8 Termination of Fellowship and right of appeal

Should the Senate determine that the conditions of the Fellowship are not being fulfilled satisfactorily, it shall reserve the right to terminate the Fellowship. In such circumstances, the holder of the Studentship shall have a right of appeal to the NUI Registrar who shall refer the appeal to an independent party.

## 5. Application Procedure

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Application forms are available to download at [www.nui.ie/awards](http://www.nui.ie/awards) and should be submitted with the following documentation:

- 5.1 **Research Proposal:** Candidates are required to submit a detailed statement (max. 2000 words) concerning the research which they propose to undertake during the tenure of the Fellowship. The statement should include:
  - (i) the proposed topic of the research;
  - (ii) the proposed nature, scope and methodology of the research;
  - (iii) the relevance and importance of the study;
  - (iv) a preliminary literature review;
  - (v) where the research will be conducted and reasons for choosing that centre;
  - (vi) other investigators involved in the research, where appropriate;
  - (vii) potential future developments for the study.
- 5.2 **Letter of support for application:** A letter from the relevant Head of Department/School concerned should also be submitted indicating support for the application and confirming that the resources required will be provided if the application is successful.
- 5.3 **Curriculum Vitae:** to include academic and other relevant achievements to date.
- 5.4 Where appropriate, candidates should provide information on **previous research grants and scholarly publications**.

- 5.5 Certified Academic Transcripts:** to be submitted for each degree and diploma awarded.
- 5.6 Reports of two Academic Referees:** to be completed by the referee(s) and returned to the candidate in a sealed envelope. The referee(s) should sign their name on the sealed flap of the envelope. It is the responsibility of the candidate to ensure that the references are submitted to NUI with their application by the closing date.

Following an independent evaluation of each application, a shortlisting process will apply and shortlisted candidates will be invited to attend for interview.

## **6. Selection Process**

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- 6.1** A Panel consisting of the Heads of relevant Schools/Colleges in the Humanities, or their representatives, from each of the constituent universities will administer the competition for the Fellowship(s). Additional specialist(s) may be invited by NUI to sit on the Panel, if required.
- 6.2** Shortlisted candidates will be interviewed by the Panel, which will be chaired by an independent specialist, appointed by NUI.
- 6.3** Two independent subject specialists will assess the research proposal of each candidate. The reports of the subject specialists will be made available to the Panel and will inform the decision on the shortlisting of candidates for interview.
- 6.4** Following the interviews, the Panel will finalise their recommendations to the NUI Senate on the awarding of the Fellowship(s).
- 6.5** The decision of the Senate on the awarding of the Fellowship(s) will be final.

## **7. Lodgment of Documents (checklist)**

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Applications and associated documentation should be submitted in hard-copy to: The Registrar, National University of Ireland, 49 Merrion Square, Dublin 2.

- 7.1** An electronic copy of the Research Proposal (word format) should be emailed to: [awards@nui.ie](mailto:awards@nui.ie)
- 7.2** The **closing date** for receipt of applications is **Friday, 27 April 2012**.

**Please note that applications and references may be submitted electronically but these should be supported by hard copies in each case.**