

Application for NUI Post-Doctoral Fellowship in the Sciences 2014



Ollscoil na hÉireann
National University of Ireland
The Registrar,
49 Merrion Square,
Dublin 2, Ireland

Phone +353 1 439 2424
awards@nui.ie
www.nui.ie

Please complete all sections.
Please write in block capitals.

Surname _____

First name(s) _____

Date of birth _____

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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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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

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

The closing date for receipt of completed applications is
14 March 2014

Signature _____

Date of signature _____

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Regulations for NUI Post Doctoral Fellowship in the Sciences 2014

The National University of Ireland is pleased to invite applications for the NUI Fellowship in the Sciences, offered for competition in 2014.

This Fellowship will be awarded on the basis of a common competition open to NUI graduates in all branches of the Sciences and will include Agricultural Science, Engineering, Architecture, Food Science and Technology, Medicine and Dentistry, and Veterinary Medicine. For the purpose of this competition, Mathematics, Mathematical Physics and Statistics will also be included among the Sciences.

1. Value of Fellowship

The value of the Fellowship is **€80,000**, i.e. €40,000 per annum, to be paid in instalments (subject to deduction of taxation and related statutory deductions) over a two-year period. In addition, where appropriate, a contribution of up to €5,000 per annum will be payable towards laboratory costs.

2. Objectives

The Fellowship 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, Recognised College or College linked with a Constituent University of the NUI. It is expected that the research will result in a substantial contribution to knowledge worthy of publication.

3. Eligibility

- 3.1 Graduates of doctoral status (awarded no earlier than 1 January 2009), holding any degree of the National University of Ireland, and whose doctorates are in any area of the Sciences (as stated above).
- 3.2 Full-time members of staff in the Constituent University, Recognised College, College linked with a Constituent University of the NUI or of other higher education institutions are not eligible to apply for these Fellowships.

4. Application Procedure

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

- 4.1 **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.

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- 4.2 **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.
 - 4.3 **Curriculum Vitae:** to include academic and other relevant achievements to date.
 - 4.4 Where appropriate, candidates should provide information on **previous research grants** and **scholarly publications**.
 - 4.5 **Certified Academic Transcripts:** to be submitted for each degree and diploma awarded.
 - 4.6 **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 applications 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.

5. Selection Process

- 5.1 A Panel consisting of the Heads of relevant Schools/Colleges in the Sciences, 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.
- 5.2 Shortlisted candidates will be interviewed by the Panel, which will be chaired by an independent specialist, appointed by NUI.
- 5.3 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.
- 5.4 Following the interviews, the Panel will finalise their recommendations to the NUI Senate on the awarding of the Fellowship(s).
- 5.5 The decision of the Senate on the awarding of the Fellowship(s) will be final.

6. Lodgement of Documents (see checklist on front of form)

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

- 6.1 An electronic copy of the Research Proposal (word format) should be emailed to: awards@nui.ie
- 6.2 The **closing date** for receipt of applications is **Friday, 14 March 2014**.

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

Note also that, all other things being equal, preference will be given to candidates who propose to spend the Fellowship in an NUI Institution other than the one in which they have completed their PhD.

7. Terms and conditions of the Fellowship

7.1 Tenure and Conditions of Employment

The holder may elect to take up the Fellowship in any of the Constituent Universities, Recognised Colleges or Colleges linked with a Constituent University of the NUI, subject to the concurrence of the Senate and the institution concerned. The Fellowship will be tenable by way of a fixed purpose contract between the fellow and the NUI institution where the fellow is based. The fellow will be subject to the terms and conditions as set out in the fixed purpose contract. In addition, the fellow and their Head of Department will be required to provide six monthly progress reports to NUI Senate.

7.2 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, in accordance with the terms of the fixed purpose contract, 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.

7.3 Fellowship payments

- (i) Post-Doctoral Fellowship payments are subject to deduction of Taxation, Pension and all related statutory deductions at source, in accordance with the terms of the fixed purpose contract.
- (ii) Payments are made in accordance with the terms of the fixed purpose contract with the host NUI institution. Specific details including date and method of payment will be as outlined in the fixed purpose contract.

7.4 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, on the recommendation of the host NUI Institution to terminate the Fellowship. In such circumstances, the holder of the Fellowship shall have a right of appeal to the NUI Registrar who shall refer the appeal to an independent party.

8. 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. The fellow is required to give a commitment that he/she will participate in an event that may be arranged by NUI with a view to communicating and disseminating the research outcomes of the Fellowship.

In addition, the holder will also 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.

8.1 Acknowledgement of NUI Support

The fellow must acknowledge receipt of NUI support in all publicity relating to the research undertaken. The publicity may include but is not restricted to the following: public lectures, email signatures, letterheads, office signs, conferences, publications, monographs, media appearances and print and online materials.

8.2 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.

8.3 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.