



Ollscoil na hÉireann
National University of Ireland

NUI Dr Garret FitzGerald Post-Doctoral Fellowship in the Social Sciences 2018

Description

Introduction

Since its establishment in 1908, the National University of Ireland (NUI) has sought to augment and enrich Ireland's intellectual, cultural, social and economic life. The creation of new knowledge, whether through academic excellence and innovation, or independently-led research, is a primary pursuit – not simply for its own sake, but ultimately so that such innovations can benefit our culture, our economy, and our citizens.

The NUI Dr Garret FitzGerald Post-Doctoral Fellowship in the Social Sciences was established by the Senate of the University to honour the memory of the late Chancellor of NUI who died in 2011. The Senate has decided that Fellowship will be used to support the work of the NUI Education and Society Committee. Through that Committee NUI seeks to pursue a discursive role in Irish society by promoting research, debate and discussion of major issues and in addition to promote the advancement of higher education.

NUI is pleased to offer this Fellowship again in 2018.

Objective

The objective of the Fellowship is, on the basis of original and independent research, to expand knowledge of, and provide constructive and meaningful contributions to, issues of contemporary societal significance and thereby to initiate and/or contribute to national debate. Whilst the specific areas of focus may vary, NUI encourages research on higher education policy, practice and trends of a strategic or systemic nature.

For the 2018-2019 Fellowship, the NUI Education and Society Committee has an interest in the broad theme of "The Irish University in the 21st century".

Duration and Venue

The Fellowship is tenable for one calendar year, from a date to be agreed, with the possibility of extension for a further year. This Fellowship will be based in the NUI offices in Merrion Square, Dublin 2.

Value

The value of the Fellowship is €40,000 for one year, (subject to deduction of taxation and related statutory deductions) to be paid monthly over the period of the Fellowship.

Duties and Responsibilities

The holder will undertake a range of activities that include, but are not limited to, the following:

- Conduct a specified programme of research on behalf of the Education and Society Committee, on a topic or topics approved by the Committee;
- Prepare reports/articles, analysing and interpreting research findings and making recommendations for improvement;
- Prepare reports based on analysis of statistical data, including data provided to NUI by the constituent universities and recognised colleges;
- Engage in the dissemination of research findings;
- Liaise with and encourage interaction between relevant stakeholders, policy makers and citizens to promote debate on the area of research (e.g. through the organisation of lectures, speaker series, workshops, conferences etc.);
- Maintain accurate records of research activity and ensure the integrity of all data;
- Attend and brief meetings of the Education and Society Committee as required;
- Identify areas for further research.

Skills and Qualifications

The successful candidate will:

- Be a graduate of doctoral status (awarded no earlier than 1 January 2013), holding any degree of the National University of Ireland, and whose doctorate is in any area of the Social Sciences. Applications will be accepted from candidates who will successfully complete their viva examination by 29 October 2018 and can provide evidence (i.e. academic transcript or letter from Head of School) confirming that they have been formally recommended for a doctoral degree by the university in question no later than 9 November 2018;
- Demonstrate highly developed quantitative and qualitative research ability, including experience of databases and statistical software;
- Have strong analytical skills and the ability to apply research to advance the understanding of, and develop proposals in relation to, complex issues;
- Exhibit excellent writing and communication skills, including the ability to communicate ideas to diverse audiences;
- Be proficient in IT;
- Show a proven aptitude to scope, plan and manage projects, with a track record of delivery;
- Be self-motivated, highly organised, and able to work independently.

The successful candidate will also ideally have:

- Experience in policy engagement;
- Good presentation skills.

Full-time, permanent members of staff in the constituent universities, recognised colleges or colleges linked with constituent universities of NUI, or of other higher education institutions, are not eligible to apply for this Fellowship.

Applications

Application Procedure

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

- **Research Proposal:** Candidates are required to submit a detailed statement (max. 2,000 words) concerning the research they propose to undertake during the tenure of the Fellowship. The Research Proposal should include:
 - i. the proposed topic(s) 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. potential future developments for the study.

- **Abstract of Research Proposal:** Candidates are required to submit a short abstract of the Research Proposal (max. 200 words).
To note: the abstract will be included in the invitation to prospective independent subject specialists asking them to review the application.

- **Curriculum Vitae:** To include academic and other relevant achievements to date. Where appropriate, candidates should provide information on previous research grants and scholarly publications.

- **Certified Academic Transcripts:** To be submitted for each degree and diploma awarded.

- **Reports of Two Academic Referees:** A specific NUI report form (available at www.nui.ie/awards) is to be completed by the referee(s) and (i) returned to the candidate in a sealed envelope or (ii) emailed directly to awards@nui.ie. It is the responsibility of the candidate to ensure that the references are submitted to NUI by the closing date.

Selection Procedure

A Panel, chaired by the NUI Chancellor and including representatives of the NUI Education and Society Committee, will administer the selection process. Additional specialists may be invited by NUI to sit on the Panel, if required.

Two independent subject specialists will assess the applications of each candidate. The reports of the subject specialists will be made available to the Panel and will inform a shortlisting process. Shortlisted candidates will be invited to attend an interview by the Panel.

Following the interview stage, the Panel will finalise its recommendations to the NUI Senate on the awarding of the Fellowship. The Senate may recommend the awarding of the Fellowship subject to revisions to the Research Proposal. If changes are requested, a revised Research Proposal must be submitted before the contract will be offered. The decision of the Senate on the awarding of the Fellowship will be final.

Submission process

Applications and associated documentation should be submitted by email to awards@nui.ie (.doc, .docx or PDF format only)

Candidates are free to submit hard copies of the above documentation to the following address, should they wish to do so:

The Registrar
National University of Ireland
49 Merrion Square
Dublin 2
D02 V583.

The closing date for receipt of applications is **8 October 2018**.

Terms and Conditions

Tenure and Conditions of Employment

The Fellowship will be hosted directly by the National University of Ireland (NUI), and not its member institutions. The Fellowship will be tenable by way of a one-year fixed purpose contract between the holder and NUI. The holder will be subject to the terms and conditions as set out in the fixed term contract.

Hours of Work

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

Academic Mentoring

The University will make arrangements for the nomination of an academic mentor to provide appropriate academic support to the holder in the course of the Fellowship.

Reporting Arrangements

The holder will report to the NUI Registrar and thereafter to the NUI Education & Society Committee/Senate. The holder will be required to provide regular progress reports on the progress of his/her work to the Registrar, who in turn will advise the NUI Senate.

Facilities

The NUI will acknowledge the holder of the Fellowship as an independent investigator who will be assigned facilities in NUI as appropriate. In applying for the Fellowship, candidates are required to indicate any specific facilities required for their research.

Fellowship Payments

The Fellowship is €40,000 for one year. Post-Doctoral 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. Payments are made in accordance with the terms of the fixed purpose contract with the NUI. Specific details, including date and method of payment, will be as outlined in the fixed purpose contract.

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 Registrar, to terminate the Fellowship. In such circumstances, the holder of the Fellowship shall have a right of appeal in accordance with the terms

of the fixed purpose contract.

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, print, social media and online materials.

Confidentiality

The holder shall, throughout the period of the contract, keep confidential and fully protected all such confidential information as shall be entrusted to them concerning the University, or which shall come into their possession by virtue of their position with the University and its various stakeholders.

Data Protection

The National University of Ireland is committed to a policy of protecting the rights and privacy of individuals (including students, staff and others) in accordance with the Data Protection Act 1988, the Data Protection (Amendment) Act 2003 and the European General Data Protection Regulation (as per the Irish Data Protection Bill, 2018).

- All personal data received in relation to the this Fellowship will be used solely in order to process and administer the Fellowship, and will be stored safely and securely, in our permanent archives, in the case of the candidate who is awarded the Fellowship and in the case of other applicants, for three years following the date of receipt on applications by NUI.
- Personal data received in relation to the Fellowship will be shared with the subject specialists and the Selection Panel .
- Personal data will not be disclosed to any unspecified third party unlawfully.
- Further information is available in NUI's Data Protection policy, accessible at www.nui.ie.
- Person(s) whose personal data is processed and retained by NUI in relation to the Fellowship can contact NUI at any time to request a change to, or deletion of their personal data, subject to the regulations governing the awards. Such requests can be made by emailing: awards@nui.ie.