

LA TROBE UNIVERSITY

La Trobe University Postdoctoral Research Fellowship Scheme

Advice to Applicants for 2008

1. Objectives of the Scheme

Fellowships are intended to advance research activities on the various campuses of the University by bringing to, or retaining in Australia, promising researchers and scholars.

While the positions are open to any area of study, the University is particularly interested in receiving applications within the research focus areas of:

- Agriculture and Ecology;
- Archaeology;
- Biochemistry, Physiology and Molecular Science
- Health Systems, Reform and Delivery;
- History;
- Linguistics;
- Literature and Culture;
- Mother and Child Health;
- Physical and Mathematical Sciences;
- Politics;
- Psychological Science;
- Sex, Health and Society;
- Sociology; and
- Sustainable Communities and Regional Development.

2. Eligibility

Applicants should have been awarded their doctorates within the last five years of the closing date for applications. The University may consider cases in which the period is in excess of five years due to special circumstances. Applications will be considered from candidates whose thesis is currently under examination or in preparation. However, all new Fellows must commence by 30 June of the year following the offer of appointment as a La Trobe University Postdoctoral Fellow, and must meet all eligibility requirements by that date (i.e. have been awarded a PhD by that date), or the offer is withdrawn. La Trobe graduates should have a minimum of two years postdoctoral research experience at another institution. In the event that an applicant is not able to obtain two years of full-time postdoctoral research experience at another institution, the Faculty involved is required to make a case to support the proposal on the basis of the experience gained by the applicant. A Fellowship will not be awarded to an applicant who holds a permanent appointment within the University.

Current and previous Fellowship holders are not eligible for reappointment.

The academic qualifications and achievements of an applicant are essential criteria for selection; however the University may also take into account the proposed area of research having regard to the Faculty's Academic Plan and the University's Research and Research Training Management Plan.

3. Research Project

The proposed research project must be in collaboration with a current University researcher and must complement an existing area of research activity on one of the University Campuses: Melbourne, Bendigo, Beechworth, Mildura, Mt. Buller, Shepparton or Wodonga.

It is essential that applicants consult with the Head of School prior to submission of their application. Applicants must obtain written endorsement for their proposed research project from the Professor of the Discipline and Head of School as part of the application process. Information as to the relevant

Head of School can be obtained by contacting the Secretary of the relevant Faculty Research Committee (see Appendix A) or by following the links for the relevant Faculty from the La Trobe University website at <http://www.latrobe.edu.au/faculties/>

The research project will be designated in the letter of offer and the major objectives of a Fellow's project shall not be altered without the written approval of the University.

4. Visa

Applicants for Fellowships who are not Australian citizens or permanent residents will need to obtain the appropriate visa for entry into Australia on a temporary basis, if offered a La Trobe Postdoctoral Fellowship. While La Trobe University will apply to sponsor a temporary visa, the final responsibility for obtaining the necessary visa rests with the applicant. The visa application process can be lengthy, and applicants are advised to obtain their visa before leaving any previous employment, or making arrangements to travel to Australia. They should contact the Australian Embassy or Consulate in their country of residence for advice on the visa application process.

5. Period of the Fellowship

A Fellowship will be awarded for a period of three years. Fractional appointments for a period of three years will be considered under suitable circumstances. The Fellowship must commence by 30 June of the year following the offer of appointment. An extension of this period may be granted where delay is beyond the control of the Fellow. Only one extension will be allowed.

The appointee shall commence on a date specified by the University, this normally being the date upon which a Fellow commences work on the approved project at the University.

Appointments will normally be subject to a probation period of six months, in accord with normal La Trobe University policy. The University may terminate a Fellowship at any time if it is not satisfied with the progress or performance of a Fellow. Current and previous Fellowship holders are not eligible for reappointment.

6. Salary

The salary is within the range of Level A (Research), currently A\$57,759 pa. - A\$62,000 pa., which is subject to Australian income tax laws. Fellowships at a higher increment might be considered if a case for previous postdoctoral work is made in the application. The Fellow and the University will make the required contribution towards a superannuation scheme. Fellows will have access to up to \$5,000 pa research support including conference attendance and maintenance.

7. Payment of fares and expenses

In the case of a Fellow who, at the time of accepting the Fellowship, resides outside the locale of the respective campus where the research will be conducted, the University may meet all or part of the costs of travelling expenses. Expenses included are the cost of the direct economy class air fare, as well as a resettlement allowance to cover expenses such as cost of transportation of personal and household effects, initial accommodation on arrival, legal services, school uniforms etc.

The University may also meet the cost of the direct economy airfare of a Fellow's spouse and dependant children. To become eligible for this assistance, a Fellow must enter into an agreement to repay the University the full amount paid for travel and resettlement allowances if a Fellow resigns before completing the two-year Fellowship, unless in the view of the University, exceptional circumstances apply.

Allowances will be paid in accordance with La Trobe University Policy.

8. Other Benefits

During the period of the Fellowship, a Fellow will be considered by the University to be a member of academic staff and will enjoy similar benefits as other staff on fixed term appointments (eg. sickness, hours of employment, holiday leave)

9. Teaching

Fellowships are for full-time research. Teaching duties are not normally permitted and may only be undertaken with the University's approval.

10. Research Funding Applications

The University encourages Fellows to apply for research funding from external funding bodies.

11. Submission

The Closing date for Applications is **28 September 2007**. The original and seven copies of the application and one copy of offprints of publications must be received by the relevant Faculty Research Office by the closing date. Late applications will not be accepted. Questions about the application process may be addressed to the relevant Secretary of the Faculty Research Committee, contact details follow.

12. Selection Criteria

Applications will be assessed and ranked by the relevant Faculty Research Committee and up to three top ranked applications will be forwarded to the University Fellowships Committee for consideration for an award.

Applicants will be ranked by the University Fellowships Committee based on the following criteria:

- Project – assessed in terms of discipline/field quality.
- Publications – assessed in terms of relevant quality measures such as journal rankings, citation indices and impact, with respect to the applicant's opportunities in this area.
- Grants and Financial Support – assessed in terms of competitiveness, source, amount and relative individual contribution; research funding accompanying the applicant to La Trobe University.
- Esteem – assessed by awards, prizes and citations.
- Impact – assessed in terms of past work and proposed project.
- La Trobe Support – assessed in terms of Research Group and immediate supervisor, and facilities provided by Faculty/Centre.
- Referees' Opinion – assessed in terms of their comments, origin (university or government agency), and academic standing.

The above assessments will be made relative to the applicant's opportunity.

APPENDIX A: SECRETARIES OF FACULTY RESEARCH COMMITTEES

SECRETARY	FACULTY/CENTRE	CONTACT DETAILS
Ms Gail McNaulty	Education	+ 61 3 9479 3918 g.mcnaulty@latrobe.edu.au
Mr Neil McDonald or Ms Natalie Humphries	Health Sciences	+61 3 9479 2357 n.mcdonald@latrobe.edu.au + 61 3 9479 3573 n.humphries@latrobe.edu.au
Ms Trish Hills	Humanities & Social Sciences	+ 61 3 9479 2351 p.hills@latrobe.edu.au
Ms Mrinali Clarke	Law & Management	+ 61 3 9479 1603 mrinali.clarke@latrobe.edu.au
Ms Pauline Jones	Science, Technology & Engineering	+ 61 3 9479 3588 p.jones@latrobe.edu.au
Ms Siew-Peng Condon	Research Centre for Linguistic Typology	+ 61 3 9479 6400 s.condon@latrobe.edu.au