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**Chancellor’s Postdoctoral Research Fellowships Scheme 2017**

**Expression of Interest**

***EOI registrations closing date: Thursday, 19 May 2016, 12 noon AEST***

***EOI submissions closing date: Thursday, 26 May 2016, 12 noon AEST***

**Instructions to Applicants**

**EOI Application Process**

1. Read the Scheme Guidelines, especially eligibility (candidate and supervisor).
2. Identify one prospective UTS fellowship supervisor who has agreed to support your application. Each candidate can submit one EOI only. If you are seeking Faculty advice about a potential supervisor, please prepare a brief resume and *short* project abstract. Please see Appendix 3 of the Scheme Guidelines for Faculty contacts.
3. All candidates should advise the relevant Faculty that they intend to apply, to ensure that their proposed research closely aligns with Faculty research priorities and will be supported.
4. **Register** (once only) as soon as practical though the link provided on the CPDRF website before the registration deadline, **Thursday, 19 May 2016, 12 noon AEST**.

[*http://www.uts.edu.au/research-and-teaching/future-researchers/future-research-staff/chancellors-postdoctoral-fellowships*](http://www.uts.edu.au/research-and-teaching/future-researchers/future-research-staff/chancellors-postdoctoral-fellowships)

You will need the following details to register:

* + Full name and email contact
  + Name and email address of your nominated UTS supervisor
  + Affiliation with a UTS Faculty (or equivalent) – see below
  + PhD qualification details (date awarded, date submitted or prospective submission date)
  + If you wish to lodge an *eligibility exemption request* according to clause 3.4 of the Scheme Guidelines, include a justification of your case (up to 2000 characters). You will be contacted separately.

Only genuine and complete registrations will be processed further. Incomplete, duplicate or mock registrations will not be acknowledged nor considered.

The email address provided during registration will be used for *all* official correspondence, some of which will be automated. It is the candidate’s responsibility to ensure that the email address is correct and that all emails originating from the domains *“uts.edu.au”* and *“surveymonkey.com”* are not spam-filtered.

1. Genuine and complete registrations will be validated and processed within 2-3 working days. Candidates who have successfully registered will receive an individual link to the online EOI submission system by email. Please contact us if have not received an acknowledgement after 3 days if you believe your registration was complete and valid.
2. Access the online EOI submission system and complete the details required to administer CPDRF applications. This will include:
   * Postal and phone contact details
   * PhD qualification details (date, institution, country etc.)
   * A working title for your Fellowship project and a 100-word summary
   * Where required, details about your Australian ‘right to work’ status – necessary for sponsorship of a temporary residence visa (457) by UTS
   * Bibliometrics summary
   * Other statistical information
3. Complete the attached ‘EOI Template’ as follows:
   * Please remove the instruction pages from the beginning of this document (first 3 pages) and the **grey** instructions text from the template pages, after completion. Do not remove any **black** text - this should stay in your submission. Page count will update automatically.
   * Fill in the coversheet. Type into the form, do not hand-write.
   * Include your full name and the host Faculty abbreviation (see point 9) into the page header; right-click 🡪 “Edit Header” 🡪 overwrite <placeholders> with your name and Faculty.
   * A valid EOI will comprise up to 9 pages, broken down into the following sections (see template pages for recommended content). **Exceeding any page sub-limit will lead to disqualification of the EOI.**
     1. EOI Coversheet *[1 page]*
     2. Curriculum Vitae *[1 page]*
     3. Research record relative to opportunity *[1 page]*
     4. Bibliometrics summary and “Top 10” publications list *[3 pages maximum]*
     5. Selection of Supervisor and UTS *[1 page]*
     6. Proposed Fellowship project *[2 pages maximum]*
   * Do not change the page layout (A4, 2cm margins, line spacing, font type etc.)
   * The minimum font size for all content is **12pt.** 10pt is acceptable for references, footnotes and captions in the “Proposed Fellowship Project” section *only*. Text in figures must be clearly legible.
   * Do not change any of the headings provided.
4. When complete, produce a single file, not exceeding 1MB in size. Acceptable file types are PDF (preferred), DOC and DOCX.
5. Use the following file naming convention (all lower case):

*'cpd17eoi\_[faculty]\_[applicant last name]\_[applicant given name(s)]'*

Faculty abbreviations (also for page headers, see point 7):

* + **FEIT** - Faculty of Engineering & Information Technology
  + **SCI** - Faculty of Science
  + **BUS** - UTS Business School
  + **LAW** - Faculty of Law
  + **FASS** - Faculty of Arts & Social Sciences
  + **FoH** - Faculty of Health
  + **GSH** – Graduate School of Health
  + **DAB** - Faculty of Design, Architecture & Building
  + **ISF** - Institute for Sustainable Futures
  + **IPPG** – Institute for Public Policy and Governance
  + **JUMB** - Jumbunna Indigenous House of Learning

Example:*cpd17eoi\_fass\_smith\_john.pdf*

1. Upload your finalised EOI application document to the online system according to the instructions you receive from UTS, after your successful registration. EOI submissions will automatically close on **26 May, 2016, 12 noon AEST** sharp. Only successfully registered applicants will be able to submit by this deadline.

Note: Once uploaded into the system, you will receive an acknowledgement email and your EOI document can no longer be modified. Please ensure your document is correct and complete before uploading it. Unfortunately, amendment requests cannot be accepted and your EOI will be assessed ‘as is’ after submission.

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**Chancellor’s Postdoctoral Research Fellowship Scheme 2017**

**1. EXPRESSION OF INTEREST COVERSHEET**

**This coversheet must be the first page of your EOI submission**

**Entries should be identical to your EOI registration details**

|  |  |  |  |
| --- | --- | --- | --- |
| **APPLICANT INFORMATION** | | | |
| **Family name:** | | **Given name(s):** | |
| **Title** (e.g. Dr)**:** | | **Email:** | |
| **PROJECT TITLE**  *Please provide a short, descriptive title for your proposed project (maximum* ***12 words****). Avoid discipline-specific terms and abbreviations. This can be a working title which may be changed later.* | | | |
| **Title:** | | | |
| **PROJECT SUMMARY**  *Please provide a summary outlining the proposed project (maximum* ***100 words****).* | | | |
|  | | | |
| **FELLOWSHIP SUPERVISOR** | | | |
| **Family name:** | | **Given name:** | |
| **Title** (e.g. Dr)**:** | | **Email:** | |
| **UTS FACULTY (or equivalent)** – tick [X] | | | |
| [ ] Engineering & IT  [ ] Science  [ ] Business  [ ] Law | [ ] Arts & Social Sciences  [ ] Health (Faculty)  [ ] Graduate School of Health  [ ] Design, Architecture & Building | | [ ] Institute for Sustainable Futures  [ ] IPPG  [ ] Jumbunna |
| **PHD QUALIFICATION** | | | |
| **Institution:** | |  | |
| **Country:** | |  | |
| **IF AWARDED – PhD award date:** | | (dd/mm/yyyy): | |
| **IF NOT YET AWARDED – PhD submission date (past or prospective):** | | (dd/mm/yyyy): | |

**2. Curriculum Vitae**

*[1 page ­maximum – remove instructions after completion]*

* You may choose your own CV content and layout (12pt font).
* Include your education and employment history (essential).
* Please do not repeat items included elsewhere in this EOI.

**3. Research record relative to opportunity**

*[1 page maximum – remove instructions after completion – keep headings]*

Use the following three headings to describe your research record relative to opportunity:

**a) Research achievements, skills, and evidence of impact in your research field**

* Focus on what makes your research achievements interesting and unique.
* State how your experience, skills and expertise will contribute to the success of the proposed project and enhance UTS research priorities.
* Evidence of impact in your research field (e.g. awards, prizes) – not just output.
* If relevant, any circumstances that may have slowed down your research and publications, such as periods of parental leave.

**b) Research funding**

* Include all research funding where you are a *named investigator*.
* Identify each grant as ‘awarded’ or ‘requested’.
* Funding agency (include URL)
* List all *named investigators* and state your role on the project (e.g. second Chief Investigator)
* Project title
* Years of funding, from-to (e.g. 2013-2015)
* Administering Organisation
* Amount (in Australian Dollars, otherwise indicate currency)

**c) Career Disruptions**

* If not applicable, omit or write “No career disruptions.”

Otherwise:

* Explain any circumstances or incidents that may have affected or slowed down your research output and productivity; see examples in the Scheme Guidelines (3.4).
* Specify the total duration and FTE since PhD award that you have been *research active/inactive*.
* Part-time research employment, non-research employment and unemployment should also be mentioned here, if applicable.
* This section is compulsory for all applicants who have been granted an “Eligibility exemption” during registration.

**4. Publications**

**a) Bibliometrics**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item | Scholarly books | Scholarly book chapters | Refereed journal articles | Refereed conference papers | TOTAL |
| # of publications |  |  |  |  |  |
| # of citations *(excluding self-citations)* |  |  |  |  |  |
| # of publications as *leading* author |  |  |  |  |  |
| # of publications since PhD award date |  |  |  |  |  |

Source of publication and citation count – tick [X]:

[ ] Scopus

[ ] Web of Science

[ ] Microsoft Academic *not permitted for applicants in**FEIT, FoH, GSH and SCI*

[ ] Google Scholar *not permitted for applicants in FEIT, FoH, GSH and SCI*

Date of bibliometrics data retrieval: **DD/MM/YY**

Additional commentary (100 words maximum):

*[Remove instructions after completion]*

* Complete the table with your current publication bibliometrics, as retrieved from one of the following sources *only* [click on links]:
  + [Scopus](http://www.scopus.com)
  + [Web of Science](http://webofknowledge.com/)
  + [Microsoft Academic](http://academic.research.microsoft.com/) *(not permitted for FEIT, FoH, GSH and SCI applicants)*
  + [Google Scholar](http://scholar.google.com/) *(not permitted for FEIT, FoH, GSH and SCI applicants)*

**Important**: Applicants to **FEIT, FoH, GSH and SCI** must use data from ‘Scopus’ and ‘Web of Science’ only. Other applicants may use any of those sources

* You must not include any self-citations in citation counts.
* Indicate [X] which source you have used and indicate the date of retrieval. No other sources are permitted.
* UTS reserves the right to independently verify the data provided.
* Publications ‘under review’ or ‘forthcoming’ must not be listed or included.
* Use the “Additional commentary” section to further explain any of the metrics above, e.g. why certain publications are not (yet) included (100 words maximum)
* If you are unfamiliar with bibliometrics or do not have access to the websites above, please contact you proposed UTS supervisor for assistance. The UTS Research & Innovation Office is unable to assist with retrieving bibliometrics.

**b) ‘Top 10’ Career-best Publications**

*[Remove instructions after completion]*

* You may list up to ten of your publications which you consider the best of your career.
* It is acceptable that you may have published less than 10 publications so far, which may be considered normal in your discipline.
* Provide all referencing details, including full author list as published and page numbers
* Asterisk (\*) publications relevant to this proposal and underline your own name.
* Include the acceptance date for all “in press” or “accepted” publications.
* *Do not* include publications that have been submitted but not yet accepted for publication, or those you are planning to submit. You may mention submissions under review and in-preparation work in Section 2, ‘Research record relative to opportunity’.
* In some disciplines, non-peer reviewed publications and other types of output may be acceptable. Please consult your nominated supervisor for advice.
* Use the annotation allowance for each item to explain the *quality* and/or the *significance* of your work. ***A strict 30-word limit applies per annotation***.
* Do not list any further publications. Do not attach or email a full publication list, unless specifically requested by UTS during the EOI assessment phase.

*[‘Top 10’ Career-best Publications – continued]*

Example:

1. **\*** Einstein A, Podolsky B, Rosen N, “Can quantum-mechanical description of physical reality be considered complete?” *Physical Review 47*, pp. 777-780, 1935.

[30-word annotation – you may include statistics such as impact factor, citation count, ERA etc. Explain the significance of the publication, or why you believe it is one of your best]

1. …

**5. Selection of Supervisor and UTS**

*[1 page maximum – remove instructions after completion]*

* Does the proposed Supervisor possess the appropriate publication track record and demonstrated success in attracting significant external funding in the last 5 years, in the relevant discipline area?
* Does the proposed Supervisor have appropriate *time* and *capacity* to provide intellectual leadership in the subject area of the proposed project?
* Is the intellectual environment appropriate to foster a successful outcome for the project and to provide active career mentoring?
* How would you and the proposed project contribute to a UTS Research Focus Area? How would the outcomes further enhance the research capacity of this area?

**6. Proposed Fellowship Project**

*[Remove instructions after completion]*

* Up to **2 pages** (including references). Figures/tables are permitted; all elements must be clearly legible. Minimum font size: 12pt for project description, 10pt for reasonable use of references, footnotes and figure/table captions only)

Use this section to promote your proposed Fellowship project to the Faculty Selection Committee, which may be composed of experts from a variety of disciplines. Ensure you avoid discipline-specific terms and jargon so that your proposal can be understood by assessors outside your area of research. Make clear what you propose to achieve under the given time and budget constraints, why it is worth doing and how the research will be of benefit, primarily to UTS.

Without prescribing specific headings or a specific order, we suggest you address the following points in this section:

* Project aims
* Background
* Expected outputs and impact
* Significance and innovation
* A brief description of your approach/methodology
* Benefit to UTS
  + What are the benefits to UTS from this project?
  + What experience and potential do you possess to contribute to existing and emerging teaching and learning areas relevant to UTS (especially in the context of a possible, future academic career at UTS)?
  + How does the specific UTS research environment support you and the project?
* What is the potential for the research to contribute to the Australian National Research Priorities? What are the potential benefits to Australia, e.g. economic, cultural, environmental, social? (b*rief)*
* Include references in the format appropriate to your discipline.

*[Proposed Fellowship Project – page 2 of 2]*