

GUIDELINES



FACULTY OF EDUCATION AND ARTS

FEDUA INTERNAL FELLOWSHIPS SCHEME (for funding in 2017)

Applications close: COB Monday 20 June 2016

1. OVERVIEW

The FEDUA Fellowships scheme is funded wholly by the Faculty and is an important element of the Faculty's *Research and Innovation Action Plan* that seeks to increase the research capacity of the Faculty through both the professional development of its staff and support of their research through Internal Fellowships.

The FEDUA Fellowships scheme is also an important element of the Faculty's *Gender Equity Action Plan*, which designates at least one fellowship per year will be awarded to a female academic staff member in recognition of the barriers that women experience in the tertiary sector, such as career interruptions due to carer responsibilities, casual and short-term employment, and limited access to leadership roles. As such, the current gender profile of the Faculty, where women are under-represented in the professoriate, will be addressed.

The FEDUA Fellowships scheme is intended to:

- Support high calibre early career and mid-career researchers by providing time and support to advance their research productivity.
- Strengthen the capabilities of existing and emerging areas of research concentration and excellence within the Faculty.

There are three categories of award for funding in Semester 1 or 2, 2017:

- Mid-Career Researcher (MCR), Early Career Researcher (ECR) and Gender Equity (GE). It is intended that up to three internal Fellowships will be funded of which at least one will be awarded on the basis of gender equity.

2. ELIGIBILITY

For ECR applicants:

The applicant must be an Early Career Researcher, defined as having less than 5 years' experience since the award of their PhD* and employed at Level B or C.

For MCR applicants:

The applicant must be a Mid-Career Researcher, defined as having between 5 and 15 years experience since the award of their PhD* and employed at Level B, C or D.

All applicants must also satisfy the following eligibility criteria:

Be currently employed in a full-time Academic position in the Faculty of Education and Arts, either as an ongoing appointment or a fixed term appointment with at least 2 years left to complete on the contract at the closing date.

* ECR and MCR status is at the time of application or by the time the Fellowship would take effect (whichever best facilitates an eligible application). Eligibility exemptions will only be granted in exceptional circumstances, such as a significant break from the applicant's research career since award of their PhD for childbirth, carer's responsibility, misadventure or debilitating illness. Eligibility exemption requests (of no more than half a page) must be attached to the application and must explain the length of, and reason for, the career break.

For GE applicants:

The applicant must be an Early Career or Mid-Career Researcher and must be a female Academic (Level B, C or D) currently employed in the Faculty of Education and Arts, in a full-time or part-time (at least 50% FTE) position, either as an ongoing appointment or a fixed term appointment with at least 2 years left to complete on the contract at the closing date.

Note that the following exclusions apply:

- Staff members who are research-only, conjoint, on probation for any period in 2017, or employed at Level E are ineligible to apply.
- Staff who have previously been awarded an externally funded Fellowship of more than 12 months duration, or a University Equity Research Fellowship, Career Enhancement Fellowship or Postdoctoral Research Fellowship within the last five years are ineligible to apply.
- Previous recipients of the Faculty ECR Fellowship, MCR Fellowship or MCR (Gender Equity) Fellowship are ineligible to apply.
- Staff with any outstanding reports for SSP or any Faculty or University grants at the time of applying are also ineligible.

3. LEVEL AND DURATION OF SUPPORT

- Funding is provided for buy-out from teaching duties only during one Semester. Fellows are expected to meet their existing governance duties (excluding program convening and course coordination).
- The value of the Fellowship is \$15,000 with funds transferred directly to the Fellow's School. No cash is awarded directly to the Fellow.
- In some cases the cost of teaching buy-out will be more than \$15,000. The decision about what to do with any shortfall between the Fellowship amount and the actual cost of buy-out will be at the discretion of the Fellow's Head of School.
- One Conference Travel Grant will be made available to the Fellow for the year of award from the Faculty Conference Travel Support scheme. All requirements for this scheme, other than the eligibility criteria, apply to the awarding of this grant and Fellows are eligible for only one Conference Travel Grant in 2017.
- The Faculty will endeavour to provide senior academic and administrative support to each successful Fellow if requested.

4. SELECTION CRITERIA

Applicants will be evaluated on the following criteria:

1. The planned outcomes resulting from the Fellowship that would not have otherwise been possible, especially in relation to monographs and journal articles (HERDC A1 and C1), recognised ERA outputs such as creative works, and internationally co-authored publications.
2. The demonstrated potential of the Fellow to develop their research track record as a result of an intensive period of supported research.
3. The quality of the applicant as demonstrated by research track record relative to opportunity.
4. Demonstrated alignment with an established or emerging cluster of research excellence in the Faculty or University.

Gender Equity Applicants are requested to briefly establish their eligibility for assessment under this category by stating how their research track record has been affected by one or more of the following: Carer responsibilities; Sustained insecure employment in the tertiary sector; Personal circumstances (e.g. extended illness, substantial Indigenous community/cultural responsibilities).

5. EXPECTED OUTCOMES

It is expected that during the Fellowship, each Fellow will undertake to complete at least two of the following activities as part of a specified Plan of Work:

- Finalise a number of specified publications or creative works.
- Initiate at least one external grant application. Note that it is not expected that the Fellow will necessarily be the lead CI on an application, but they must drive the development of the grant project.
- Enhance collaborative research networks (especially international) that may strengthen opportunities for collaboration and co-publication, and future external research grant applications.

6. APPLICATION AND SELECTION PROCESS

Applicants should complete the FEDUA Fellowships Application Form using 11-point font and attach the track record documentation requested on that form.

Applicants should:

- Discuss their application with their Head of School.
- Indicate which Fellowship category they wish to be considered for.
- Nominate which Semester they wish to be considered for: Semester 1, 2017 or Semester 2, 2017.

The application must be signed by the applicant and their Head of School, with whom it must be discussed prior to submission. A scanned copy of the application and attachments should be emailed to the Faculty Research Unit at FEDUA-fellowships@newcastle.edu.au by the closing date of **Monday 20 June 2016**.

The Selection Panel will make a recommendation to the Pro Vice-Chancellor, FEDUA to award *up to three* Faculty Fellowships for 2017.

The Selection Panel reserves the right to consider applications submitted in one category for funding in another category and to co-opt additional members, if required, to ensure gender balance.

Applicants will be notified of the outcome by the end of July 2016.

7. SELECTION PANEL

The selection panel will consist of:

- The Assistant Dean Research and Research Training - Chair
- Two panel members external to the Faculty
- A previous FEDUA Fellowship recipient

8. CONDITIONS OF AWARD

Research Mentoring and Training: The Selection Panel may assign a Research Mentor to guide and support the Fellow and/or recommend research skills training to be undertaken during the period of the Fellowship.

Fellowship Funding: The Fellowship must be taken in the semester for which it has been awarded and used for the purposes outlined in the application. All funds related to the Fellowship must be expended by the School within the calendar year in which it is awarded.

Final Report: A Final Report must be lodged within 2 months of the completion.

Exemplar Application: With the exception of Fellowships awarded in the GE category, Funded Fellows must agree to make their applications available as exemplars via the password protected FEDUA staff resources webpage.

9. CONTACT

For any questions regarding this scheme or application, please contact:

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Email: FEDUA-Fellowships@newcastle.edu.au