Curtin Research Fellowships

Guidelines

For funding commencing in 2015

CLOSING DATE: Friday, 4th July 2014 – 5:00pm GMT+8:00

FOR FURTHER INFORMATION:
Telephone: (+61 8) 9266 1013
Email: ord-fellowships@curtin.edu.au
Website: http://research.curtin.edu.au/research-funding/fellowships.cfm
1. BACKGROUND

Curtin University established the Research Fellowship Scheme in 1997 to support the University’s commitment to be a research intensive university. The scheme is highly competitive and amongst the most prized university Fellowship schemes in Australia.

The call for applications in 2014, for commencement in early 2015, refers to a targeted research-only Fellowship with two streams: **Early Career Research Fellowships** (for suitably qualified applicants who have been awarded a PhD on or after 1 March 2009) and **Senior Research Fellowships**. Prospective Fellows must be able to demonstrate an exceptionally strong record of research, according to opportunity.

For 2015, Curtin will offer up to twelve (12) fixed-term Fellowships in total.

Curtin University has research strengths in the following areas:

- Minerals and energy
- ICT and emerging technologies
- Health
- Sustainable development

Curtin has four academic faculties that contribute to the research strengths in the following ways:

**Curtin Business School**
Curtin Business School has identified a number of core research themes that cut across disciplinary boundaries. These include the following: public policy (including housing and property, population, infrastructure, regional and rural development); energy and minerals economics; labour (employment relations and HR) and human resources; organisational behaviour and strategy; health and sustainable tourism; the digital economy concentrating on decision analysis and big data; governance, tax and regulation; finance, business performance; and corporate social responsibility; logistics and supply chain management, and media and brand management.

**Faculty of Health Sciences**
The Faculty supports research applications across the spectrum of Health Science. The Faculty has a wide range of research areas linked to various health professional areas. The Faculty supports research from basic sciences to translational population and health advocacy programs. The successful fellows within the Faculty of Health Sciences will need to show excellence and innovation in research areas including but not limited to: Metabolic Health (including Physical Activity, Food science and Nutrition), Biosciences (including Cell Biology, Cancer and Chronic diseases), Pharmaceutical sciences (including drug discovery), Neurosciences (including Psychology, Cognitive Sciences and Mental Health), Rehabilitation and Exercise Sciences, and Public Health and Health Informatics.
Faculty of Humanities
Research (and creative production) activity in the Faculty of Humanities spans the arts; design; cultural and social inquiry; education; and the built environment. Existing and emerging research strengths include sustainability and sustainable development; urban and regional planning; human rights; cultural studies and media and communication; sport and recreation; curriculum and pedagogy; Australia’s relations with the Asia-Pacific and Indian Oceans regions; new technology in construction management; linguistics; and the digital humanities.

Faculty of Science and Engineering
The Faculty of Science and Engineering has an international reputation for high-quality fundamental and applied research. Established and emerging research strengths lie in the areas of radio astronomy; analytical and physical chemistry; geosciences; spatial sciences; chemical, civil, mechanical and electrical engineering; environmental science and agriculture; petroleum, minerals and mining engineering; theoretical and applied physics; mathematics, computing; and science and mathematics education.

Applications for the Curtin Fellowships are called from Early Career and Senior Researchers from all discipline areas. Applicants must have an excellent track record in research in their discipline area.

THE CLOSING DATE FOR RECEIPT OF FELLOWSHIP APPLICATIONS IS Friday, 4th July 2014 – 5:00pm GMT+8.

2. CURTIN RESEARCH FELLOWSHIP SCHEME

2.1 General Considerations

The objectives of the Curtin Research Fellowship Scheme are to attract external and internal applicants to:

- substantially enhance Curtin’s research capacity, capability and performance;
- increase Curtin’s pool of higher degree by research supervisors; and
- attract and retain highly talented staff with excellent potential for providing future academic leadership at Curtin.

Each Fellow will receive competitive remuneration and a contribution towards the cost of the Fellow’s research project. Fellows will be expected to:

- progressively gain national competitive grant funding to support their own research;
- undertake supervision of postgraduate research students associated with their research project; and
- give high priority to the publication of results in journals and other scholarly media of international standing appropriate to the research discipline.

A Fellow will be appointed as a staff member within the Recruiting Area or University Research Institute/Centre sponsoring the Fellowship application.

Fellowships will be for a period of up to four years as a research-only appointment.
With the support of the Recruiting Area a Research Fellowship may be awarded for five years on the basis of an 80 percent research and 20 percent teaching appointment (with 20 percent of the total cost of employment provided by the Recruiting Area).

2.2 Appointment Details and Benefits

Fellows will be expected to commence appointment between 1 January and 28 February 2015.

ECR Fellows will generally be remunerated at the ALB salary scale with the appointment for the first year being made at the first point of the scale. Senior Research Fellows will generally be remunerated at the ALC salary scale with the appointment for the first year being made at the first point of the scale. Any exceptions must be negotiated with the relevant Head of Area. Increments within the salary level are awarded annually. Current salary scales are provided at Appendix A.

Curtin employee benefits include up to 17 percent employer superannuation contribution, a comprehensive salary packaging program, and flexible and family friendly work practices.

Research support of up to $15,000 will be provided in the first year and support of up to $10,000, $3,000 and $2,000 respectively will be provided in years two, three and four. It is expected that the Fellow’s research record will move progressively towards self-funding during the four year appointment period through success in externally-funded grant applications.

Fellows are encouraged to participate fully into the activities and academic life of the University.

2.3 Promotion and Continuing Appointment

Curtin Research Fellowships are fixed term appointments.

Fellows wishing to apply for promotion during the term of the Research Fellowship should seek the advice of the relevant Head of Recruiting Area prior to applying. Any additional salary costs shall be met by the Host Area and are not funded through the Fellowship scheme.

Fellows who are promoted during the tenure of their Fellowship will not automatically be granted a continuing appointment but will retain their end-dated appointment until the conclusion of their Fellowship.

Should the Head of an Recruiting Area decide to offer a further appointment to the Research Fellow, the Fellowship funding will continue until the end of the Fellowship award, conditional upon continuing satisfactory performance.

If a Fellow is awarded an externally funded Fellowship, the Curtin Research Fellowship will be suspended for the duration of the externally funded Fellowship and then resumed subject to satisfactory performance.

2.4 Eligibility

Applicants must have been awarded a research doctoral degree (equivalent to an Australian PhD degree), and preference will be given to external applicants and applicants who have joined Curtin University within approximately two years of the closing date for applications. Applicants who are not Australian citizens are encouraged to apply.
Applicants are required to contact the relevant Head of Recruiting Area in which they propose to undertake the research, prior to submitting the application, to discuss the proposed research program and obtain advice on the research priorities for the Recruiting Area. Preference will be given to applicants with strong strategic alignment. **Applications without a certification form bearing the signature of the appropriate Head of Recruiting Area to confirm approval for support will not be considered.**

Applicants for ECR Fellowships must nominate a mentor associated with the Recruiting Area. This should be done in discussion with the Head of Recruiting Area. To broaden your research experience it is suggested that the mentor not be your doctoral supervisor.

### 2.5 Relocation Expenses

#### 2.5.1 Travel and Removal Expenses

Where a Fellowship is awarded to an overseas or interstate applicant, the host Recruiting Area may agree to reimburse the cost of a direct economy airfare for the Fellow and their dependant(s) and may reimburse reasonable removal expenses. Such reimbursement would be subject to prior approval being sought and obtained in writing by the Head of Recruiting Area before the expenses are incurred.

#### 2.5.2 Reimbursement of Travel and Removal Expenses

If travel and removal expenses have been approved, and these are a valid claim, Fellows are required to provide receipts for all payments with full particulars of mode and time of travel to their Recruiting Area within six weeks of commencement of the Fellowship.

#### 2.5.3 Refund of Travel and Removal Expenses

If a Fellow relinquishes their Fellowship within two years of the commencement date, they will be required to refund, on a pro-rata basis, the travel and removal expenses provided by the University.

### 2.6 Application Procedure

Applications must be completed and submitted online. Applications are accessible at [http://research.curtin.edu.au/research-funding/fellowships.cfm](http://research.curtin.edu.au/research-funding/fellowships.cfm).

A complete application must consist of the following:

- application form.
- detailed research program proposal (maximum 10 pages in a 12 point font, excluding references).
- statement addressing the Selection Criteria (maximum 3 pages in a 12 point font).
- curriculum vitae (maximum 5 pages in a 12 point font).
- full list of publications and other research outputs with appropriate evidence of esteem (eg: Scopus citation report or other measures/indicators appropriate to the discipline).
- full list of research grants awarded.
- certification form confirming approval from the relevant Head of Recruiting Area.
Your application must be completed using the online application system and submitted by the submission deadline. Applicants will be advised of the outcome by early September 2014.

2.7 Referee Reports

It is the sole responsibility of the applicant to ensure that reports from referees are submitted directly to the Office of Research and Development by the deadline. A referee report may be submitted electronically to ord-fellowships@curtin.edu.au if it contains a digital signature, otherwise a hardcopy is required. Hardcopy documents should be sent to either of the following addresses:

**POSTAL ADDRESS**
Fellowships Officer
Office of Research and Development
Curtin University
GPO Box U1987
Perth WA 6845
AUSTRALIA

**COURIER ADDRESS**
Fellowships Officer
Office of Research and Development
Level 1, Building 100
Curtin University
Hayman Road
Bentley WA 6102
AUSTRALIA

2.8 Selection Criteria

1. Demonstrated research excellence relative to opportunity as measured by competitive achievement (ECR) or by internationally competitive achievement (Senior Research Fellows).

2. Demonstrated research capability that aligns well with strategic research directions of the University and Host Area.

3. Demonstrated potential to enhance Curtin’s research performance through success in attracting research income (particularly national competitive research grant funding) and generating high quality publications.

4. Ability to make a substantial contribution to postgraduate research student supervision.

5. Demonstrated effective interpersonal, oral and written communication skills, with emphasis on the ability to present and communicate research outcomes.

6. Demonstrated capacity to work as part of a research team.

7. Demonstrated leadership potential (ECR) or leadership skills (Senior Research Fellows).

8. Potential to enhance Curtin University’s research capacity and capability.

9. Preference will be given to external applicants and applicants who have joined Curtin University within approximately two years of the closing date for applications.

2.9 Selection Process

The Office of Research and Development will review all applications to ensure eligibility and compliance with the application process. Compliant applications will be submitted to the Fellowships Selection Panel together with a summary of applications. Applications that do not meet the eligibility criteria will also be forwarded with an explanation of their ineligibility.

Your application will be reviewed by the Fellowship Selection Panel to determine whether an interview will be offered. The Fellowships Selection Panel will be chaired by the Deputy Vice-Chancellor, Research & Development (DVC-R&D) (or nominee) and will include representation from all Curtin Faculties.

All short-listed applicants will be requested to attend an interview (either in person or via tele/videoconference) with the Fellowship Selection Panel. The Fellowship Selection Panel will make recommendations for final decision to the DVC-R&D.

3. FELLOWSHIP REPORTING

Once appointed, Fellows will report on their progress in two ways.

**Annual progress reports** for the purpose of performance review must be submitted to the Director, Research and Development by 15 December each year with the first report due by 15 December 2015. Following consultation with the Head of Recruiting Area and/or Director, University Research Institute/Centre, recommendations will be made to the DVC-R&D concerning the progress of the Fellow and the extent to which the conditions of the Fellowship are being met.

The Annual Progress Reports will contribute to the Fellow’s Year 2 Mid-Term Performance Review and the Year 4 (or Year 5 for an 80% research and 20% teaching appointment) final report.

In the final year of the Fellowship the Fellow must provide a final report and submit the report to the Office of Research and Development three months before the completion date of the Fellowship.

Should a Fellow be promoted during the term of their initial appointment, they must still participate in the Fellowship review process for consideration for progression to subsequent years.

4. ETHICAL RESEARCH

All research at Curtin is conducted in accordance with the relevant research codes of practice. Please refer to [http://research.curtin.edu.au/graduate/policies.cfm#conduct](http://research.curtin.edu.au/graduate/policies.cfm#conduct).

If required, ethics approval must be obtained for any relevant research programs. Please refer to [http://research.curtin.edu.au/ethics/index.cfm](http://research.curtin.edu.au/ethics/index.cfm) for ethics approval procedures.
### Academic Salary Scales

**CURTIN UNIVERSITY OF TECHNOLOGY**  
**ACADEMIC SALARY SCALES**  
inclusive of 4%  Effective 30 June 2013

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***Minimum salary level for PhD appointments

Subject Coordinator Point
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