

University of East Anglia - Faculty of Arts and Humanities

UEA Leverhulme Early Career Fellowships 2019

Please read the full instructions below for guidance on how to submit an application. For general information about research fellowships in the Faculty of Arts and Humanities at UEA see <https://www.uea.ac.uk/arts-humanities/home/research/fellowships>.

STAGE ONE: Internal Selection Process (all candidates)

If you are interested in applying you should:

- Read the full information about the scheme at: <https://www.leverhulme.ac.uk/funding/grant-schemes/early-career-fellowships>
- Ensure that you are eligible to apply.
- Register your interest with HUM.research@uea.ac.uk so that your details can be forwarded to the appropriate School Research Director.
- In your chosen host School make contact with the academic member of staff closest to your research area **and** with the School Research Director to ask if they will provide advice on the application and act as your mentor if successful. Unsupported applications will not be considered.

How to apply

Candidates must submit their application for consideration to HUM.research@uea.ac.uk by 5pm Monday 7 January 2019.

Applications must include the following information:

1. Eligibility confirmation

- Date of doctoral viva or anticipated date (Only candidates who have submitted their doctoral thesis for voice voce examination by the Leverhulme deadline of 28 February 2019 will be eligible; and those who formally submitted their doctoral thesis before 28 February 2015 are not eligible, unless they have since had a career break (e.g. maternity leave, illness or carer's leave which can be documented.)
- Current employment details and career history. Please include details of your current salary. (Applicants must not yet have held a full-time permanent academic post in a UK university.)
- Evidence of association with UK academic community (Applicants must hold a degree from a UK HEI, or at the time of application must hold an academic position in the UK such as a fixed-term lectureship or fellowship.)
- Applicants who have been, or are currently, a PI on a 3-year postdoc research project or fellowship to pursue their own research are not eligible.
- Applicants should have moved institutions in the course of their academic career (i.e. between their undergraduate university and proposed host institution) or demonstrate clear evidence of the academic and / or personal reasons for remaining at the same institution.

2. Academic track record

- CV (2 pages max to include publications)

3. Research record and plans, to include:

- Title
- Abstract written in non-specialist language (250 words)
- Details of current and past research (250 words)
- Proposed research project (2 pages): This should include aims, objectives, methodology and outcome (e.g. publication plans). Include any bibliographic references in full, including page numbers where relevant. This statement and the bibliographic references may not exceed 2 sides of A4.

Final decisions on applications to be taken forward to STAGE TWO will be communicated to all applicants by the Research Director of the host School by Friday 25th January 2019 and those selected to go forward should finalise their applications in consultation with their mentor or Research Director.

STAGE TWO: Final Application (selected candidates)

In order to make a final application you should:

- Read the online application instructions at the Leverhulme Trust's website: <https://www.leverhulme.ac.uk/funding/grant-schemes/early-career-fellowships/application-procedure>
- Complete the application form online (<https://grants.leverhulme.ac.uk/Login.aspx>).
- If you have not already done so, contact your 3 proposed referees as soon as possible to make arrangements for them to submit their statements online.
- Seek support from your host School Research Director/mentor in completing the section of the application which asks you to describe research relevant to your proposal that is being carried out in the host School.
- Discuss your proposed starting salary with the School Research Director and Head of School and give them your current or most recent salary if you have held a temporary research or teaching post.
- Provide details to Research and Innovation Services (Reneast@uea.ac.uk) of:
 - The proposed start date of your Fellowship
 - Your current or most recent salary if you have held a temporary research or teaching post
 - The proposed starting salary you have agreed with the School Research Director
 - An itemised breakdown of the proposed research expenses, per year, for your Fellowship (max. £6,000 per year).

In order to give the Head of School and the Research and Innovation Services time to give institutional approval to your application, selected candidates must submit their online application by 12pm on Wednesday 20th February 2019. At this point both candidates and Head of School will receive notification of submission from the Leverhulme online portal. This will enable institutional approval processes for the application to be completed ahead of the Leverhulme Trust's deadline of **4pm on Thursday 28 February 2019**.

Once the application has been given full institutional approval and has been submitted, you will receive a confirmation email from the Leverhulme online portal. **The Trust will report results to applicants by the end of May 2018.**