

**Izaak Walton Killam**  
**Postdoctoral Fellowship**  
**2010 Competition Guidelines**

## GENERAL QUALIFICATIONS

The intention of the Izaak Walton Killam Postdoctoral Fellowship program is to attract recently graduated scholars (within the past two years) of superior research ability to Dalhousie University, and to provide the recipients with the opportunity to establish themselves as productive members of the academic community. The doctoral degree is understood to be a degree awarded primarily for the completion of independent research which is publishable in the normal, refereed scholarly manner that is characteristic of a particular discipline.

Those persons who meet the above qualification, but hold a permanent academic position to which they will return, will not as a rule be considered in this competition. Exceptions may be made in the case of individuals who, for example, are substantially changing their field of research or who come from countries in which immediate employment is guaranteed to all competent PhD holders.

Applicants are not required to have completed their doctorate at the time of application; however, they must do so prior to taking up the fellowship.

There are no restrictions regarding nationality of applicants, but successful candidates must meet all Canadian Immigration requirements.

Since these Fellowships are intended to attract new scholars to Dalhousie, those scholars already at Dalhousie are not eligible to apply. You are ***not eligible to apply*** if you:

- a) hold a PhD or JSD degree from Dalhousie or are currently completing a PhD or JSD degree at Dalhousie.
- b) have held previously, or hold as of the application deadline (December 15), an academic or research appointment of any kind at Dalhousie or King's College.
- c) Have physically been at Dalhousie or King's at any time since the beginning of the academic year (September 1st) in which the competition is held, and are funded independently of the above payroll offices.
- d) received your doctoral degree prior to January 2008.

Questions of eligibility for these Fellowships are decided by the Associate Dean, Faculty of Graduate Studies, to whom any inquiries may be directed.

If a Fellow holds another award valued at less than the Killam Postdoctoral Fellowship, the external award will be supplemented to the full Killam value as an "Honourary Killam Postdoctoral Fellowship".

## **TENURE**

Fellowships are awarded for a term of two years. If an honorary Fellow holds external funding for less than two years, a full Killam Fellowship will be awarded for the remainder of the two-year period. A fellowship may be taken up at any time between May 1<sup>st</sup>, 2010 and January 15<sup>th</sup>, 2011, but preferably by September 15<sup>th</sup>, 2010.

## **TEACHING**

Fellows may engage in teaching or other similar duties in the University. Such activities must not involve more than three hours per week of the Fellow's time. No other paid work at Dalhousie or elsewhere may be undertaken by a Fellow without the permission of the Dean, Faculty of Graduate Studies.

## **RELOCATION ALLOWANCE**

Travel grants are provided to meet the cost of transportation, by the most direct route, from the place of residence at the time of being offered the award, to Halifax. Grants will not exceed the cost of economy airfare for the Fellow and spouse. Unfortunately, we are not able to provide an allowance for the transportation of children or personal effects.

## **DEADLINE FOR RECEIPT OF COMPLETED APPLICATIONS**

The deadline is December 15<sup>th</sup>, 2009 for receipt of completed applications and all supporting documents in the Department. (Please allow sufficient time for delivery.)

## **NOTIFICATION OF RESULTS**

Individual Departments pre-screen applications and forward the two top-ranked candidates for consideration by the University Killam Postdoctoral Fellowship Committee. The results of the competition are generally announced in mid-February, and all applicants recommended to the Dalhousie University Killam Postdoctoral Fellowship Committee are notified of the results by the Dean, Faculty of Graduate Studies. The successful candidates are notified by facsimile. The waitlisted and unsuccessful candidates are notified by post. Those candidates who are not recommended to the University Killam Postdoctoral Fellowship Committee will be notified by the Department to which the candidate applied.

## **CURRENT COMPETITION LEVEL OF FINANCIAL SUPPORT**

Salary	\$ 44,000 CAD / year
Research Grant *	\$ 3,000 CAD / 2 years
Conference Travel Grant *	\$ 1,000 CAD / 2 years
Re-Location Allowance (see page 3)	

*\* available upon request*

## **ADDITIONAL INFORMATION**

Additional information is available at:

Killam Trusts	<a href="http://www.killamtrusts.ca">www.killamtrusts.ca</a>
Dalhousie University	<a href="http://www.dal.ca">www.dal.ca</a>
Halifax Regional Municipality	<a href="http://www.region.halifax.ns.ca">www.region.halifax.ns.ca</a>
Province of Nova Scotia	<a href="http://www.gov.ns.ca">www.gov.ns.ca</a>
Government of Canada	<a href="http://www.canada.gc.ca">www.canada.gc.ca</a>
Immigration	<a href="http://www.canadainternational.gc.ca">www.canadainternational.gc.ca</a>
Medical Services Insurance (MSI)	(902) 496-7008 or 1-800-563-8880

## **APPLICATION INSTRUCTIONS**

As a first step in the application process, you should contact the Department to which you intend to apply to discuss the feasibility of your application and the potential for support from a faculty member. To complete the application, please adhere to the following guidelines:

Applications must be word-processed or typed and forwarded to the Killam Postdoctoral Fellowship Committee, c/o the Chair of the Department to which you are applying.

The following numbers correspond to the numbered sections of the application form:

1. Indicate the grade of honours attained with all degrees you have received.
2. Note relevant employment experience, dates, employer, and position. If presently employed, state clearly whether this is a permanent position (see General Qualifications). Also include scholarships and awards and conference presentations. Maximum of six (6) pages. May be in CV format
3. Provide names and addresses of **three referees** who do NOT hold an appointment at Dalhousie University. Referees should be familiar with your work and in a position to evaluate your research potential and able to provide a substantive evaluation of your ability. **Please contact these people** to request the appropriate letters before the application is submitted. Confidential reference letters are to be addressed directly to the Killam Postdoctoral Fellowship Committee, c/o Chair of the Department in which you wish to work. (Email and facsimiles will be accepted for

departmental review purposes, but paper copies with original signatures must be received by FGS no later than January 15<sup>th</sup>, 2010.) Reference letters must not exceed two (2) pages in length.

4. Supplementary material required to complete your application:

a. TRANSCRIPTS

You must arrange for official transcripts of your complete undergraduate and graduate records to be forwarded directly to the Killam Postdoctoral Fellowship Committee, c/o Chair of the Department to which you are applying. (Notarised copies of transcripts for foreign degrees are acceptable.)

b. PUBLICATIONS

Indicate co-authors, title, journal or publisher, and date of publications on your list of publications. **Do not send copies of publications.**

c. RESEARCH PROPOSAL

In order to facilitate adjudication both by a Departmental Killam Postdoctoral Fellowship Committee, consisting of academics with expertise in your discipline, and by the University Killam Postdoctoral Fellowship Committee, consisting of academics from a wide range of disciplines, please provide the following:

- i) Research proposal (four (4) pages or less), concluding with a section describing the significance of the research or projects that you would like to carry out while at Dalhousie and how your project relates to research activities in the department to which you are applying. (Pages beyond the maximum will not be forwarded to the committee.)
- ii) A lay summary of your research proposal of one page or less, written at a level that could be understood by the general public reading it in a newspaper.

d. LETTER OF SUPPORT

A letter of support has to be provided by the Dalhousie faculty member with whom you wish to work. The letter should indicate the benefits that would accrue, both to the applicant and to the University, from the proposed collaboration; judgement of the candidate's published papers; and judgement of the candidate's unpublished papers and/or conference presentations.

Applicants assume total responsibility for ensuring that their applications are complete and received by the deadline of December 15<sup>th</sup>. Applicants should contact the appropriate Department for confirmation that their application is complete.

Applicants should not submit any additional documentation except when specifically requested by the Department. Only the documentation listed above will be forwarded to the University Killam Postdoctoral Fellowship Committee.

## **DALHOUSIE KILLAM POSTDOCTORAL FELLOWSHIP APPLICATION CHECKLIST**

A complete application will consist of the following:

*Submitted to Department by Applicant:*

- completed Dalhousie Killam Postdoctoral Fellowship Application form
- work experience, scholarships, awards, conference presentations (max six (6) pages)
- optional statement explaining interruptions in study or extenuating circumstances that impacted on your academic records
- list of publications
- research proposal (4 pages maximum)
- lay summary of research proposal (1 maximum)

*Arranged by Applicant (submitted directly to Department on behalf of Applicant):*

- official transcripts of all undergraduate and graduate study (originals)
- three confidential letters of reference (originals; max two (2) pages each)
- letter of support from the Dalhousie faculty member with whom you wish to work

**ALL DOCUMENTS MUST BE FORWARDED TO:**

Killam Postdoctoral Fellowship Committee  
c/o the Chair of the Department to which the candidate is applying  
Dalhousie University  
Halifax, Nova Scotia  
Canada, B3H 4H6

## **DALHOUSIE UNIVERSITY DEPARTMENTS & SCHOOLS**

Anatomy & Neurobiology  
Architecture  
Biochemistry & Molecular Biology  
Biological Engineering  
Biology  
Biomedical Engineering  
Business Administration  
Chemical Engineering  
Chemistry  
Civil Engineering  
Classics  
Clinical Departments, Faculty of Medicine  
Community Health & Epidemiology  
Comparative Religion  
Computer Science  
Dentistry  
Earth Sciences  
Economics  
Electrical & Computer Engineering  
Electronic Commerce  
Engineering Mathematics  
English  
Environmental Studies  
Food Science & Technology  
French  
German  
Health & Human Performance

- Health Education
- Kinesiology
- Leisure Studies

Health Services Administration  
History  
Human Communication Disorders

Industrial Engineering  
Information Management  
International Development Studies  
Internetworking  
Law  
Mathematics  
Mechanical Engineering  
Microbiology & Immunology  
Mining & Metallurgical Engineering  
Music  
Neuroscience  
Nursing  
Occupational Therapy  
Oceanography  
Oral & Maxillofacial Surgery  
Pathology  
Pharmacology  
Pharmacy  
Philosophy  
Physics & Atmospheric Science  
Physiology & Biophysics  
Physiotherapy  
Planning  
Political Science  
Psychology  
Public Administration  
Russian Studies  
Social Work  
Sociology & Social Anthropology  
Spanish  
Statistics  
Theatre

**For further information, please contact:**

Faculty of Graduate Studies  
Dalhousie University  
Room 314, Henry Hicks Building  
6299 South Street  
Halifax, Nova Scotia, B3H 4H6  
Canada

Telephone: (902) 494-2485  
Facsimile: (902) 494-8797

Email: [graduate.studies@dal.ca](mailto:graduate.studies@dal.ca)

**<http://dalgrad.dal.ca/kpdf/>**

## **APPENDIX I – MSI COVERAGE**

Please visit the MSI website at [http://www.gov.ns.ca/health/msi/moving\\_travel.asp](http://www.gov.ns.ca/health/msi/moving_travel.asp) for full details on MSI coverage. The following is a **summary only** of coverage for employees who come to work at Dalhousie from outside the province:

### **A: Out of Province:**

If you are a Canadian or "Permanent Resident" **moving permanently to Nova Scotia from another part of Canada**, coverage will generally begin on the first day of the third month following the date you established residency here. For example, if you established residency in Nova Scotia on September 27th, MSI would provide coverage on December 1st. Contact your previous province to ensure your coverage is maintained until your Nova Scotia coverage begins.

### **B Out of Country:**

If you are a returning Canadian Citizen or a returning "Permanent Resident" moving permanently to Nova Scotia from outside Canada, MSI will provide first day coverage. People moving to Nova Scotia from outside the country, who hold a **Work Permit**, are eligible to apply for MSI upon their arrival in Nova Scotia, provided they will be remaining in Nova Scotia for at least one full year and have signed a declaration. The worker cannot be absent from Nova Scotia for more than 31 days, except in the course of employment. Coverage will begin on the date of arrival in Nova Scotia or the date the Work Permit was issued, whichever is the later date. For continuous coverage, a copy of the renewed Work Permit must be submitted and a new declaration form must be signed each year.

**Children under the age of 19** are granted coverage on the same basis as their parents once the applicant has gained entitlement.

## **APPENDIX II – Parental Leave**

Interruption of Killam Postdoctoral Fellowship

- You may interrupt your active award for a parental leave
- Parental Leaves can be approved for up to 12 months with 4 months of financial support and the remainder of the award will be held in abeyance for 8 months
- You must obtain approval from your university prior to your leave and interruption of your award.