

## GRIFFITH BUSINESS SCHOOL POSTDOCTORAL AND RESEARCH FELLOWSHIP SCHEME

### 1. PURPOSE

The Griffith Business School (GBS) Postdoctoral and Research Fellowship (PRF) Scheme has been established as an initiative to assist the GBS to achieve its objective of recruiting early career researchers from a diverse range of research training backgrounds in order to strengthen and internationalise our research profile and capacity. The GBS scheme complements the Griffith University Postdoctoral and Research Fellowship scheme.

The GBS PRF Scheme's main objectives are:

- To attract and retain high calibre early career researchers who have demonstrated potential to become leaders in their field.
- To further strengthen the GBS's existing areas of research expertise by awarding fellowships to applicants with a profile that will complement the work of established Research Centres, Academic Centres and Strategic Research Programs.
- To provide:
  - Postdoctoral Fellowship recipients with the time and support to develop their demonstrated research potential and track record; and
  - Research Fellowship recipients with the time and support to maintain their momentum in terms of their research achievements and outputs.

**Number of fellowships available:** Up to eight (8) fellowships will be awarded in 2009.

### 2. ELIGIBLE GBS HOST CENTRES/PROGRAMS

The GBS research centres/programs (GBS research entity) that may host Postdoctoral and Research Fellows are as follows;

GBS Research Centres\* (see notes below):

- Centre for Governance and Public Policy
- Griffith Asia Institute
- Centre for Tourism, Sport and Service Innovation
- Centre for Work, Organisation and Well Being

GBS Academic Centres and research programs:

- Asia Pacific Centre for Franchising Excellence
- Asia Pacific Centre for Sustainable Enterprise
- Asia Pacific Business Economics
- Centre for Financial Independence and Education
- Health Management

\* Griffith University Areas of Strategic Investment including that hosted by the GBS (Sustainable Tourism and Asian Politics, Trade and Development) are **not** eligible to participate in the GBS PRF scheme. The Areas of Strategic Investment should be consulted directly about postdoctoral and research fellowship opportunities. The following restrictions apply to PRF applicants who intend to work with GBS Research Centres:

- Centre for Governance and Public Policy applicants are limited to research in business policy or business-government relations.
- Griffith Asia Institute applicants are limited to research in Asian business.

- Centre for Tourism, Sport and Service Innovation applicants may not apply in the area of sustainable tourism.
- Centre for Work, Organisation and Well Being applicants are not limited in their choice of research area. However, the applicant's plan / project must be constructively aligned with the Centre's research goals.

For more information about GBS entities visit: <http://www.griffith.edu.au/business/griffith-business-school/research>

### 3. ELIGIBLE APPLICANTS

- Non-residents and Australian citizens/residents may apply. International applicants must have written their doctorate in English.
- Recipients must reside in Australia for the full term of the Fellowship.
- Postdoctoral Fellowship applicants: Holders of a PhD awarded not more than 3 years prior to the **closing date of 10 August 2009** (i.e. awarded after 10 August 2006).
- Research Fellowship applicants: Holders of a PhD awarded more than 3 years, but not more than 6 years, prior to the **closing date of 10 August 2009**, are eligible to apply (i.e., awarded between 11 August 2003 and 10 August 2006).
- Because the scheme is designed to recruit postdoctoral and research fellows from a diverse range of research training backgrounds, PhD graduates from institutions other than Griffith University are particularly encouraged to apply.

### 4. EXEMPTIONS

- 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. 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. Adequate grounds must be included in the eligibility exemption request or the application will be ruled ineligible.
- No exceptions will be granted for postdoctoral applicants who have not submitted their thesis.

### 5. LENGTH OF APPOINTMENT

- Fellows will normally be appointed for a period of 3 years. Funding is guaranteed for 3 years but subject to satisfactory annual performance reviews consistent with the Griffith University Academic Staff Certified Agreement and other relevant University policies in operation during the period of their appointment.
- Fellowships are only available on a full-time basis at Griffith and the fellow must be located in offices within the GBS.
- Fellowships are not renewable beyond the three-year term.

### 6. SALARY AND SUPPORT

- Postdoctoral Fellows will be appointed within the salary range (currently \$62,451 to \$64,746; RF1.4 to 1.5).
- Research Fellows will be appointed within the salary range (currently \$70,566 to \$83,799; RF2.1 to 2.6).
- Superannuation benefits are paid in addition to salary.
- For more information regarding salary levels visit [http://www.griffith.edu.au/hrm/pay\\_and\\_conditions/salaries.html](http://www.griffith.edu.au/hrm/pay_and_conditions/salaries.html)

- Travel and removal costs to take up the fellowship will be provided for the recipient and his/her dependents in accordance with Griffith University's policy on Removal Assistance. This includes economy class air passage by the most direct scheduled route and a contribution to removal expenses.
- The salary component of the fellowship scheme including on-costs is funded in full by the GBS.
- GBS centres or programs will be responsible for office space, computer hardware and software, printing, photocopying and financial support for implementation of the research plan/project of up to a maximum of \$5,000 per annum for the duration of the appointment.
- Appointees will have access to the GBS Research and Conference Support (RACS) program.
- GBS centres or programs may co-host fellows.

## 7. APPLICATION PROCESS

- Please direct all enquiries about the scheme to Kristy-Lee Davis, Planning and Management Support Officer, <[k.davis@griffith.edu.au](mailto:k.davis@griffith.edu.au)> or +61 (0)7 555 29233.
- Applications must be submitted in the prescribed format.
- Applications must reach Fran Mitchell <[f.mitchell@griffith.edu.au](mailto:f.mitchell@griffith.edu.au)> by 5pm (Australian Eastern Standard time) on the advertised **closing date of 10 August 2009**. Late applications will not be accepted.
- The original application must be submitted in a PDF format by e-mail to Fran Mitchell <[f.mitchell@griffith.edu.au](mailto:f.mitchell@griffith.edu.au)> with the subject line 'Application for Postdoc/Research Fellow'.

## 8. SELECTION CRITERIA

Postdoctoral Fellows will be early career researchers who show potential to become leaders in their field. Research Fellows will be established researchers who have demonstrated potential to become leaders in their field. Applications will be evaluated based on the following criteria:

- The quality and research capabilities of the applicant and their research training background and networks (50%) as demonstrated by track record relative to opportunity, career stage and likelihood of being able to attract external funds during appointment (through an externally funded project and/or fellowship). The ability of the applicant to bring experiences of research training and networks with Universities outside of Griffith University will also be evaluated in the selection process.
- The quality of the applicant's research plan / project (30%):
  - The significance of the plan / project: Does the plan / project address an important problem that will advance the knowledge base of the discipline? Are the aims and concepts innovative?
  - The feasibility of the plan / project: Are the conceptual framework, design, methods and analyses appropriate? Are they adequately developed? Is the timeframe realistic?
- Constructive alignment with the host GBS research entity (20%):
  - Has the applicant explained how their proposed research plan / project fits strategically with research goals and program/s of the host GBS research entity?
  - Has the applicant identified appropriate mentor/s and obtained their support? Has the GBS research entity indicated a willingness to support the fellow and the plan/ project?

## 9. CONDITIONS

Fellows will be appointed in accordance with the Fellowship conditions:

- Recipients must take up their fellowship and commence working at the University as soon as possible after notification and acceptance of the award and no later than 31 January 2010. Extensions to this start date are granted in only exceptional circumstances.
- Fellowships are **not** renewable nor can they be extended beyond the initial three year appointment.
- Fellows will be employed in accordance with the Griffith University Academic Staff Certified Agreement and other relevant University policies in operation during the period of their appointment.
- Successful applicants who have submitted their PhD thesis by the closing date must demonstrate that they have been awarded their PhD prior to taking up the fellowship.
- Fellowships are full-time, research positions. Recipients are expected to spend their time engaging in activities that will build their profile as a researcher and scholar. This includes:
  - Postdoctoral Fellows: progressing the primary research project, participating in seminars, research discussions, conferences and related research projects. A small amount of teaching (no more than one course per year) in Years 2 and 3 is desirable;
  - Research Fellows: progressing the primary research project, applying for and managing externally funded research grants, undertaking postgraduate research supervision, participating in seminars, research discussions, conferences and related research projects. A small amount of teaching (no more than one course per year) in Years 2 and 3 may be desirable.
- Annual (calendar year) progress reports must be submitted to the Dean (Research) office by 31 January, each year. A final report will be required upon completion of the fellowship. This must be provided prior to departing or moving to a new appointment in the University. A report template is available on the GBS Research website.
- Recipients may apply for a Griffith University Research Grant or New Researcher Grant where they meet the eligibility criteria of the scheme.
- The scheme aims to attract early career researchers to the University who are competitive at the national and international level. Recipients will be required to apply for an externally funded research fellowship (EFRF), such as those offered by the Australian Research Council, within the first two years of their appointment. Where an EFRF application is successful, the Postdoctoral Fellowship must be relinquished and the EFRF taken up at the earliest date possible.
- Where a Fellow wishes to vary any of the conditions upon which the Fellowship is awarded, a written request must be made to the PVC Business via the Dean (Research) office. The request must be accompanied by a written statement of support from the Fellow's supervisor.

*Professor Graham Cuskelly  
Dean (Research)  
Griffith Business School  
July 2009.*