



British Academy Postdoctoral Fellowships 2020

Internal selection process guidance for applicants & Faculties

Arts & Sciences Research Office
June 2020

King's College London would like to invite applications to BA Postdoctoral Fellowship scheme. The scheme provides three year fellowships for early career researchers within five years of submission of PhD. Fellowships are tenable in all fields within the humanities and social sciences. This is a highly competitive scheme: the success rate is typically no more than 10%.

Each year the Arts & Sciences Faculties support a limited number of applications, in response to the BA's demand management recommendations and to ensure the high quality of the applications put forward to the BA.

Those who are successful will join a vibrant community of postdoctoral research fellows at King's who have been supported through this and other external and internal competitions in recent years. King's is fully committed to supporting the scholarship and career development of these fellows, and each will be assigned an academic mentor and will be fully integrated into the life of their host Department/School.

Overview

King's operates a two-stage internal selection process: prospective candidates will contact a mentor in their proposed Department/School, who review applications and lend support to their nominated candidates.

The second stage involves final selection of nominated candidates through Faculty-level oversight. Successful candidates will be invited to develop their proposals for submission to the British Academy.

We do not anticipate submitting more than around 20 applications across the Arts & Sciences Faculties. **Please note that we will not accept or support applications that do not adhere to the internal selection and application process.**

Internal selection process timeline

The timeline for the application process is set out below.

Date	Action	Notes
Now	Prospective applicants contact their proposed mentor	<ul style="list-style-type: none"> Read the full details of the scheme at the BritAc site [at the time of going to press, we await these details] to ensure eligibility to apply Applicants should make contact with an academic member of staff closest to their research area, to include an academic CV and a short paragraph of their proposed research programme.
Now	Listen to the July information session, delivered by the Research Development Managers	<ul style="list-style-type: none"> This will be found on our web pages and in ASRO bulletin w/c 6th July This information session gives details about the scheme, the elements of a strong application, and the King's application process, and can be watched at any time. If you can't locate it, please contact Camilla.darling@kcl.ac.uk who will send you the link
Wednesday 12 August, 5:00pm at the latest	Mentors to inform Heads of Department or VDR about application	<ul style="list-style-type: none"> Written communication between mentors and HoDs, signalling intent to support application [where there is no HoD, to the VDR] HoD or VDR gives endorsement, or engages mentor and/or applicant in discussions to iron out any issues
Wednesday 26 August, 5:00pm at the latest <i>Please note that this deadline is final and non-negotiable</i>	Final deadline for applicants to send Expressions of Interest to Susie Cornick-Willis	<p>Please note that this deadline is the <i>latest</i> possible date that applicants can send in their Expressions of Interest; it is advisable to send it in as soon as possible.</p> <p>Expressions of Interest must be sent as one combined PDF file, via email attachment to Susie Cornick-Willis via susanna.cornick-willis@kcl.ac.uk. Susie then sends to the Head of Department cc the VDR & Research Development Manager, who assess the applications.</p> <p>Expressions of Interest must include:</p> <ol style="list-style-type: none"> Eligibility confirmation statement <ul style="list-style-type: none"> Date (or anticipated date) of doctoral viva <i>Note: we anticipate that applicants must either already been awarded a doctoral degree following a viva voce examination held on or after 1 April 2018; or having a reasonable expectation that they will have submitted and had their thesis examined by 1 April 2021. This will be confirmed when the scheme notes are published by the British Academy.</i>

		<ul style="list-style-type: none"> - Details of any previous submission to this scheme <i>Note: if you were unsuccessful in the previous round you will require an invitation from the British Academy to submit an application to the scheme in future years</i> - Evidence of association with UK academic community <i>Note: British citizens and any nationals from the European Economic Area are eligible to apply, regardless of where their doctorate was obtained. Anyone of any nationality who has a doctorate from a UK university is eligible to apply. Any applicant who does not fall into one of these categories must demonstrate a strong prior association with the UK academic community, for example through already having been employed in a temporary capacity (longer than twelve months) at a UK university.</i> <p>2. CV (max. 2 pages, <u>inclusive</u> of publication list)</p> <p>3. Research plan (max. 2 A4 pages overall)</p> <ul style="list-style-type: none"> - Name and contact email address - Project title - Proposed mentor and host department (100 words) - Abstract written in non-specialist language (100 words) - Details of current and past research (200 words) - Proposed research project (500 words) <p><i>To include: aims, objectives, methodology, planned outputs</i></p>
By Wednesday 2 September, 5:00pm at the latest	Heads of Department, VDR and RDMs to consider EOIs	<ul style="list-style-type: none"> • Heads of Department, VDR and RDMs review EOIs by email, agreeing who will proceed to development stage • Note: BA Postdoc Fellowships should be considered as a fairly significant recruitment/investment decision: HoDs should consider issues such as teaching opportunities, space requirements, REF eligibility (for example, applicants to produce at least one 4* output)
Week commencing 7 September at the latest	Prospective applicants are informed of outcome of review	<ul style="list-style-type: none"> • Successful applicants are given feedback and invited to begin full applications online via FlexiGrant, the British Academy portal (https://britishacademy.flexigrant.com/) • Successful applicants should maintain contact with their mentors, local research support staff and the relevant Research Development Manager for advice and guidance • Successful applicants will be sent guidance and Faculty-specific contact details for the budgetary aspects of the application
15 September, 10 - 1	Workshop for applicants	<ul style="list-style-type: none"> • We will be holding a formative/developmental workshop for selected applicants, so we ask candidates to put this date in the diary now as a hold. • Format is almost certainly virtual; exact format tbc. • The workshop will provide information about the application development process, including a focus on the application form, such as the Proposed Programme, with impact woven in; and how to present an effective CV
18 September	Request feedback on application from Research Development Manager	<ul style="list-style-type: none"> • If not able to attend the workshop, applicants use the 18h Sept as a milestone for completing a full draft of your application • Send a PDF of the application downloaded from the BA system • Feedback will be provided by your proposed host Faculty's Research Development Manager.

Ongoing	Application development	<ul style="list-style-type: none"> • Read the online applicant guidance and help notes on the BA's website • Successful applicants should maintain contact with their mentors, local research support staff and the relevant Research Development Manager for advice and guidance • Contact your proposed referee <i>as early as possible</i> to make arrangements for them to submit their statements online by the deadline. N.B. your referee must submit their reference by the King's internal deadline (see below).
Early October (TBC) <i>Please note that this deadline is final and non-negotiable</i>	King's internal submission deadline	Applicants must submit their application via FlexiGrant by the internal deadline; as soon as we have confirmation of the British Academy deadline for submission, we will confirm this internal deadline.
Mid-October (TBC)	BA final external submission deadline	Once applicants submit their applications the Pre-Award team make final checks of the application, and submit on behalf of the institution to the BA. Applicants receive an automatic email notification of submission. See date when available
Late Jan 2021 (TBC)	BA notifies applicants	<ul style="list-style-type: none"> • Those successful at outline stage will be asked to develop their application into a detailed state • Submission of detailed application usually in February or very early March
FAQs		<ul style="list-style-type: none"> • Please ensure that you carefully read both the online applicant guidance and help notes on the British Academy's website. Answers to many Frequently Asked Questions can be found on these pages. • For queries that cannot be answered on these pages, please contact Camilla Darling (camilla.darling@kcl.ac.uk)