

SOUTHERN HEALTH EMERGING RESEARCHER FELLOWSHIPS 2012 GUIDELINES

- Aim** These guidelines provide information regarding the eligibility criteria and selection process for applicants for the Southern Health Emerging Researcher Fellowships 2012. These guidelines should be carefully considered in the preparation of an application.
- Background:** The Southern Health Strategic Plan (2010-2013) pursuant to goal 5 'Workforce, Innovation and Knowledge' states that it will 'provide staff at all levels with the capacity and capability to undertake and share research and educational development relevant to their role and the broader role of Southern Health'. The Southern Health Research Strategy provides for the establishment of a program to build research capacity. The Chief Executive has established the Southern Health Emerging Researcher Fellowship ('the Fellowship').
- The primary purpose of the Fellowship is to invest in early research career individuals, with significant potential for a research career and for whom a fellowship would contribute to that end. The Fellowship is to encourage Southern Health employees to conduct a translational research project and to target emerging researchers. To this end, the Fellowships have a focus on supporting talented individuals in commencing research during the most productive years of their research life and to act as a preparatory step for an individual to be accepted towards a PhD.
- Purpose:** To provide a career development opportunity for those who do not have a proven record of research and to provide some salary support for employees in all health related disciplines including allied health, medicine, and nursing.
- Value and duration:** It is intended that between 4-6 Fellowships of \$10,000 or \$15,000 each be awarded for 12 months only.
- Who may apply:** Applications will be considered from all health-related disciplines. Applications are invited from allied health professionals, nurses, medical practitioners and scientists. Applicants must meet the definition of an Emerging Researcher (see below).
- Who is an emerging researcher?** To qualify for an Emerging Researcher Fellowship the applicant must be:
- currently employed by Southern Health located at a Southern Health campus;
 - conducting or proposing a translational research project within Southern Health;
 - have a supervisory arrangement with a senior researcher who can oversee their work, provide mentoring and ensure research fidelity; and
 - be an early research career individual who has no, or less than 2 years, research experience.
- There is no age limit but preference will be given to applicants at an early stage in their career.
- Who is a preferred candidate?** All applicants will be assessed and ranked against the selection criteria. All criteria are assessed relative to opportunity including:
- Strength of clinical, quality improvement, professional and academic achievements
 - Relevance of the translational research project to priorities of clinical care at Southern Health;
 - Clarity and feasibility of project design, intervention, target group and

method of analysis by way of preparation towards a PhD;

- Demonstrated commitment to translating research into practice
- Potential for healthcare leadership
- Clarity of career goals and synergy with the aims of the Fellowship
- At an early career stage where maximal benefit can be obtained from the Fellowship.

Who is ineligible?

Applicants are ineligible to apply if they:

- are not a current employee of Southern Health;
- have attracted significant grant funding for research previously;
- have received recurrent funding for academic and research activity; or
- hold a substantive academic appointment;
- have already commenced a PhD at the date of submission of the application.

Method of selection:

Applications will be assessed by a multidisciplinary panel. The selection committee is seeking as an emerging research fellow a person who has the potential to make a contribution to Southern Health and for whom a translational research project would contribute to that end.

The following criteria as provided by the referees reports and the supervisor's report, will form the basis of the selection process to be undertaken by a panel. Applicants are required to demonstrate a capacity to meet all of these criteria and will be awarded a score against each criterion based on information gleaned from the questions in the application form :

- A. Qualities of intellect – as demonstrated through academic achievement;
- B. Qualities of leadership – as demonstrated by professional achievements to date;
- C. Potential for research career development and professional development – as demonstrated by the applicant's reasons for undertaking the translational research project;
- D. Organisational and technical support – as demonstrated by the suitability of the intended supervisor, learning and mentoring support, and organisational capacity to support the research project.
- E. Commitment to Southern Health – as demonstrated through current contribution to clinical practice or training or administration or membership of committees or advocacy of public health evidence into policy/practice.

The selection committee will consider applications in all fields of research.

Intellectual property

Any intellectual property generated by an employee during the course of undertaking duties on behalf of Southern Health is the property of Southern Health. Any discovery must immediately be disclosed to Southern Health and will become Southern Health's intellectual property in accordance with Southern Health's Intellectual Property Policy. The successful applicant must at all times co-operate fully with Southern Health to protect its intellectual property. The successful applicant must not, at any time, act in any way that prejudices Southern Health's interest in its intellectual property.

Requirements of the fellowship

In completing the application form, applicants must be able to satisfactorily demonstrate compliance with the following criteria in order to be eligible to receive a fellowship grant. Applications failing to meet any of these threshold criteria may not be considered by the selection committee.

The applicant must:

1. Conduct a translational research project at a campus of Southern Health. A translational research project is defined as a project that has the ability to bring health outcomes to the population of interest or influence policy or reorient health services or build capacity and be generalisable in benefit to like populations, groups or communities;
2. Have a supervisory arrangement with a senior researcher who can oversee their work, provide mentoring and ensure research fidelity in accordance with the Southern Health [Supervision of Research Trainees procedures](#);
3. Have the support of the department where the translational research project is to be conducted to provide appropriate infrastructure and support;
4. Have the support from their head of department. This includes agreement to release the applicant from usual duties to undertake the research project in the specified timeframes;
5. Be currently employed by Southern Health, this includes workers in clinical and non-clinical roles;
6. Be able to reach a meaningful conclusion within a 12 month period (maximum);
7. Meet the definition of an emerging researcher;
8. Be involved in research training programs, submit papers and abstracts to appropriate venues for presentation and publication;
9. Be able to make presentations on their research project or research findings at the annual Southern Health Research Week and other professional conferences as appropriate. It is expected that the results of the research will also be published in a peer-reviewed journal;
10. Submit a progress report (including financial acquittance) within 28 days of the six month anniversary of the commencement date of the Fellowship.
11. Submit a final report (including financial acquittance) on the project findings in writing to the Research Directorate within 90 days after completion of the fellowship.

Expenditure of fellowship monies

The Fellowship will be an all inclusive fixed sum of either \$10,000 or \$15,000 for 12 months only. The Fellowship will be awarded on a one-off basis with no view to extending the funding at the end of the 12 month period. Funds are granted for 12 months only to the Southern Health cost centre in the department to which the successful applicant is employed and are to be used solely to directly support the successful applicant. It is expected that the funds will be expended upon the salary for the successful applicant. The fellowship monies are to be used solely to directly support the successful applicant and are not to be used by the host department for any other purpose.

During the period of the fellowship the successful applicant will be paid at the rate of pay for their substantive position. All hours worked in these arrangements will count towards the accrual of all leave, in accordance with the relevant award. Where relevant, the hours worked will also count towards the incremental progression of the successful applicant.

All monies awarded must be expended in the 12 months except where otherwise agreed with the Research Directorate. Should the successful applicant resign from Southern Health during the fellowship, outstanding funds will be returned to the Research Directorate.

Applicants are expected to have made prior arrangements with the Heads of Departments in which they propose to conduct the research project.

Conditions

Successful applicants will be required to comply with the Conditions of the Fellowship as detailed in Attachment 1.

Submission dates	Applications close on Monday 30 January 2012 . Late applications will not be accepted.
How to apply	<p>Applications must be lodged with the Research Directorate electronically. It is the applicant's responsibility to ensure that all referees reports and supervisor's report are provided with the application. Of particular importance is the statement from the proposed supervisor without which the application will be deemed ineligible. Should you require assistance in identifying an appropriate supervisor, please contact Ms Malar Thiagarajan, details as below.</p> <p>To apply for a fellowship, please complete the electronic application form. Once completed, please submit an electronic copy in PDF format providing your signature, and the signature of the head of department together with relevant attachments by email to: Ms Malar Thiagarajan, details as below.</p> <p>Application forms are available for download from the Southern Health internet at: www.southernhealth.org.au/research.htm or from</p> <p>Ms Malar Thiagarajan, Director, Research Services Research Directorate, Southern Health Level 4, Main Block, Monash Medical Centre 246 Clayton Rd, Clayton Vic 3168 Telephone: 03 9594 4611 Email: malar.thiagarajan@southernhealth.org.au</p>
Processes and timeframes	All eligible applications will be considered by the selection committee. All applicants will be notified of the outcome of their submission in writing. It is expected that the successful Fellowships will be announced in early February 2012.
Further information	Please contact Malar Thiagarajan as above