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[LA&PS Postdoctoral Fellowship Guidelines](#)

Program Objectives

Faculty of Liberal Arts & Professional Studies (LA&PS) Postdoctoral Fellowships (PDFs) will support promising Canadian or International new scholars in the humanities, social sciences and professional studies.

LA&PS especially welcomes applications for research projects that aim to foster new collaborations with the York LA&PS community. Topics may be Canadian or international in scope. Applicants must indicate a full-time LA&PS faculty member who will act as supervisor, and projects should be closely aligned with the current research of that person, who will need to provide a letter of support. Proposals should also align with the [York University Academic Plan](#).

Projects whose primary objective is adapting a doctoral dissertation for publication in a book or manuscript, editing textbooks, translation, or acquiring a foreign language are not eligible for this funding opportunity. The research proposed for the LA&PS Postdoctoral Fellowship application must be significantly different and distinct from, or add significantly to, that related to the applicant's doctoral dissertation.

LA&PS PDFs are to be located in any department or school affiliated with LA&PS, and/or Organized Research Units (ORUs) where LA&PS is the Lead Faculty.

A total of three (3) Fellowships will be awarded in this call for submissions. No more than one (1) Fellowship will be awarded to an applicant who received their PhD from York University.

2020-2021 Special Initiative - *Championing Emerging Black Scholars*: In recognition of the lack of research development opportunities for emerging Black scholars, the 2020-21 competition will give priority for two Fellowships to qualified applicants who self-identify as Black peoples of African Descent (for example, Africans and African heritage people from the Caribbean, Americas, Europe).

Eligibility

Applicants

Eligible applicants should have completed a PhD in a relevant field from a recognized postsecondary institution no earlier than January 1, 2017. If applicants experienced career interruptions due to maternity, parental, medical, bereavement leaves, their window of eligibility will be credited with twice the amount of time taken (see CV – “Special Circumstances”). Applicants who currently hold a postdoctoral fellowship must explain in the proposal how the proposed LA&PS PDF is distinct from any previous postdoctoral appointment(s).

PhD Candidates may only apply if a dissertation defense date prior to the start of the Fellowship has been confirmed. Awards to PhD Candidates are contingent on the completion of the doctoral degree. If a successful PhD Candidate applicant fails to complete the PhD before the start date of the Fellowship, the Fellowship offer will be rescinded.

Successful applicants must be eligible to work in Canada.

LA&PS PDFs are classified as [Postdoctoral Visitors](#). Postdoctoral Visitors are included in the York University Faculty Association (YUFA). An electronic copy of the YUFA Collective Agreement is accessible through the following website: <http://fr.info.yorku.ca/>

Supervisors

Only Full-Time, Tenured or Tenure Track York University Faculty Association (YUFA) Faculty Members associated with LA&PS are eligible to be Supervisors for LA&PS PDFs.

Deadlines

Applications are due by 4:00 PM, Eastern Time, on December 11, 2020.

Please submit your application dossier to lapsrsc@yorku.ca with the subject line: “LA&PS Postdoctoral Fellowship Application.” Questions in advance of submission can be addressed to lapsrsc@yorku.ca.

It is the responsibility of applicants to ensure that all parts of the application are completed.
Incomplete applications will not be reviewed.

Expected date of communicating decision to applicants: February 2021.

Value and Duration

Fellowships are effective from July 1, 2021, with an annual salary of \$50,000 per year, paid monthly.

In addition, LA&PS Postdoctoral Fellows will receive the following support:

- \$1,000 for research-related travel costs.
- All benefits, including Health Care Spending Account and vacation, accorded to Postdoctoral Visitors as outlined in the YUFA Collective Agreement.
- The possibility of teaching up to 1.0 FCE in undergraduate courses, pending availability and confirmation with the Chair / Director of the Supervisor's Home unit.
- University Health Insurance Plan (UHIP, if applicable).
- Research space, including telephone, provided by the Supervisor's home unit.
- Access to support for any External or Internal Funding opportunities for which Postdoctoral Fellows are eligible.
- Supervisors may, at their discretion, offer additional resources. If applicable, these contributions should be documented in the Supervisor's signed Statement of Support and included in the application.

Reference Letters

Applicants should arrange for two (2) letters of reference - one from the doctoral supervisor and one from an arm's length referee. In the case of applicants from York whose doctoral supervisor is/ was also the proposed Fellowship supervisor, two (2) arm's length letters will be required.

Definition of "Arm's Length Referees": *arm's length* referees must not have a conflict of interest by having a personal link with the applicant, or by being a colleague, a research collaborator or a corporate sponsor of the applicant.

Submission of letters: Applicants should instruct referees that letters of reference are to be **sent, in confidence, by email no later than Friday, December, 11, 2020, 4:00 PM Eastern Time** to:

David B. Cuff, PhD, Director, Strategic Research & Partnerships, Office of the Dean, Faculty of Liberal Arts & Professional Studies, York University (dcuff@yorku.ca), and copying

Ives Polking, Administrative Assistant, Research, Office of the Dean, Faculty of Liberal Arts & Professional Studies, York University (ipolking@yorku.ca).

Evaluation and Scoring

The criteria and scoring scheme for LA&PS PDF applications align with the framework and principles used for SSHRC Postdoctoral Fellowships. The Adjudication Committee will be guided by the following evaluation criteria when assessing the applications:

1. **Challenge—The aim and importance of the endeavour (20%):**
 - originality and potential significance of the proposed program of work.
2. **Feasibility—The plan to achieve excellence (30%):**
 - feasibility of the proposed program of work;
 - appropriateness of the intended place of tenure; and
 - effectiveness of the overall support provided by the host institution for [research training and career development](#).
3. **Capability—The expertise to succeed (50%):**
 - fellowships, scholarships or other awards obtained;
 - previous research experience and/or publications; and
 - timely completion of doctoral studies, taking into account the nature of the program and any related personal circumstances that may have delayed the applicant’s academic career.

Scoring Table

Adjudication Committee members assign a score for each of the three criteria above, based on the following scoring table. The appropriate weighting is then applied to arrive at a final score. Applications must receive a score of 3.0 or higher for each of the three criteria to be eligible for support.

Note: The sub-criteria listed above are themselves not weighted and, instead, represent factors that reviewers will consider in scoring the corresponding criteria.

Score	Descriptor
5-6	Very good to excellent
4-4.9	Good to very good
3-3.9	Satisfactory to good
Below 3	Not considered for support

Application Dossier Instructions and Presentation Requirements

Application dossiers should be submitted electronically as a single attachment with the filename: **LASTNAME_FIRSTNAME_LAPSPDF_Application**. Your electronic file attachment must meet

the following specifications. Applications that deviate from these presentation standards will not be reviewed:

- PDF format (.pdf extension); unprotected
- Maximum file size of 5 Mb
- PDF format (.pdf extension); unprotected
- 8 ½" x 11" (216 mm x 279 mm)
- Body text in a minimum 12 point Times New Roman font
- Single-spaced, with no more than 6 lines of type per inch
- All page margins set at a minimum of 3/4" (1.87 cm)

Write your proposal in clear, plain language. Avoid discipline-specific jargon, acronyms and highly technical terms when writing your program of work. Your application will be reviewed by members of a multidisciplinary adjudication committee, not all of whom will be familiar with your area of research. A complete application will include the following sections:

1. **Title of Research Proposal** (maximum of 50 words). **Note:** Applicants who wish to be considered under the 2020 Special Initiative must identify this by beginning the project title as "Championing Emerging Black Scholars —" and then typing the specific title of the proposed project.
2. **Project Synopsis** (maximum 400 Words). Provide a summary of your research proposal written in clear, plain language. It should be written in non-technical terms that can be clearly understood by reviewers/readers with various areas of expertise.
3. **Project Description** (maximum 4 pages). Please organize the content of your Project Description as follows:
 - Describe the **overall goal and specific objectives** of the proposed project. Outline your plans for achieving your research objectives. Clearly describe your theoretical approach, your methodology and how your proposed research will contribute to the advancement of knowledge.
 - State the title and subject of your doctoral dissertation and discuss the **relationship of your doctoral dissertation to your proposed research**. If the two areas of research are closely related, explain how your proposed research will develop or expand on your dissertation. If the areas of research are not related, describe your proposed area of research.
 - Outline (including a literature review) the **theoretical and methodological approaches** in your project, and the expected contribution to the advancement of knowledge. Provide a timeline of research activities for the duration of the Fellowship.

- Do not use footnotes and endnotes in the program of work. Items should be cited in the bibliography
 - If your proposal involves Indigenous research, please refer to the definition of [Indigenous research, as defined by the Social Sciences and Humanities Research Council of Canada](#) before preparing your program of work.
4. **Bibliography and Citations** (maximum 10 pages).
- Please provide a numbered list of bibliographic details for all citations included in your Project Description (ensure that these are clear and complete, to allow reviewers to locate the sources easily).
5. A **Statement of Alignment** from the proposed LA&PS Supervisor (maximum 1000 words). The Supervisor's Statement of Alignment **must be signed by the Supervisor** (electronic signature is acceptable) and include the following:

Supervisor's biography - Describe the supervisor's academic and research background, key contributions/accomplishments and funding to date. This section must be concise and include only information that is relevant to the application.

Appropriateness of the supervisor(s) - Describe the fit between the research interests/background of the supervisor and applicant, and the anticipated mutual benefits. In the description, provide specifics about how the proposed research complements the supervisor's ongoing projects and/or new research directions. Detail the contributions of the supervisor and applicant in the design and development of the proposed research.

Research environment - Provide details concerning the applicant's proposed research environment, clearly stating the supervisor's and department's commitment. Examples of commitment include (but are not limited to) mentorship, opportunities for collaboration, dissemination, and/or knowledge translation, resources (e.g., funding, facilities, personnel) that will be available to support the applicant as they carry out their proposed research and develop their leadership potential.

In the case of applications in which the proposed research respectfully involves Indigenous, Black or other marginalized communities, describe how relationships are being developed with relevant Indigenous, Black or other marginalized communities to engage their collaboration in the proposed research and to promote reciprocity in terms of the benefits derived from the research process and outcomes. Describe any support provided to facilitate collaborations between the applicant, the host institution and Indigenous communities/partners. The supervisor **must** provide details corroborating information provided in the research proposal.

Professional development - Describe the Supervisor's commitment to the applicant's professional leadership development, clearly indicating the resources and/or mentoring activities that are available through the institution to support career development. These could include, but are not limited to:

- career counselling
- training in preparing grant proposals, publications and presentations
- training in knowledge translation/mobilization
- training in intellectual property regulations
- guidance on ways to improve teaching and mentoring skills
- guidance on how to effectively collaborate with researchers and knowledge users from diverse backgrounds and disciplinary areas
- opportunities for collaboration and networking
- training in responsible professional practices
- teaching opportunities

Institutional synergy - Outline how the proposed project aligns with York and LA&PS' strategic priorities, and illustrate the synergy between these priorities and the applicant's proposed research program, with reference to the [York University Academic Plan](#). Clearly explain how the York and applicant will benefit from this engagement.

6. A **Curriculum Vitae** (maximum four pages). The Curriculum Vitae should be presented under the following headings:
- a) *Personal information*
 - b) *Education*
 - c) *Scholarships, Research Funding and Awards (include Funding Amounts where applicable)*
 - d) *Employment history – List any relevant academic and/or non-academic work experience. Only include teaching in cases where you had sole responsibility for delivering course content and grading (i.e., as Course Instructor, not as Teaching Assistant).*
 - e) *Research Contributions – Provide details, as appropriate. In the left margin, identify refereed publications with an "R." A **refereed work** is assessed:*
 - *in its entirety—not merely an abstract or extract;*
 - *before publication; and*

- *by appropriately independent, anonymous, qualified experts ("independent" in this context means at arm's length from the author).*

Specify your role in co-authored publications. For published contributions, provide complete bibliographic notices as they appear in the original publication (including co-authors, title, publisher, journal, volume, date of publication, page numbers, number of pages, etc.). For publications in languages other than French or English, provide a translation of the title and the name of the publication.

Group your contributions by category in the following order, listing your most recent contributions first:

- *Refereed contributions - Examples include books (where applicable, subdivide according to those that are single-authored, co-authored and edited works), monographs, book chapters, articles in scholarly refereed journals and conference proceedings.*
- *Other refereed contributions - Examples include papers presented at scholarly meetings or conferences and articles in professional or trade journals.*
- *Non-refereed contributions - Examples include book reviews, published reviews of your work, research reports, policy papers and public lectures.*
- *Forthcoming contributions - Indicate one of the following statuses: "submitted," "revised and submitted," "accepted" or "in press." Provide the name of the journal or book publisher and the number of pages. Contributions not yet submitted should not be listed.*
- *Creative outputs - List your most significant achievements, starting with the most recent. Examples of creative outputs may include exhibitions, performances, publications, presentations, and film, video and audio recordings.*
- *Special Circumstances - The adjudication committee will take into consideration special circumstances that may have affected applicants' research, professional career, record of academic or research achievement, or completion of degrees. Relevant circumstances might include administrative responsibilities,*

maternity/parental leave, child-rearing, illness, disability, cultural or community responsibilities, socio-economic context, health-related family responsibilities or pandemic. Specify the dates for any delays or interruptions.

Self-Identification

Self-Identification plays a critical role in helping the Faculty meet its commitment to increasing representation from persons in the federally-recognized four designated groups (FDGs) – women, Aboriginal/Indigenous Peoples, persons with a disability, and members of visible minorities.

All applicants for a LA&PS PDF must complete the York Self-ID form for academic positions. Without this form, the application dossier will be considered incomplete. All information is kept confidential to the hiring process. The form can be downloaded here:

- York Self ID form: <https://acadijobs.info.yorku.ca/affirmative-action/self-identification-form/>.

Please complete the form and **submit electronically to lapsrsc@yorku.ca** using the filename template LASTNAME_FIRSTNAME_LAPSPDF_ID