

UNIVERSITY OF DUBLIN
TRINITY COLLEGE

RECOGNITION IN THE RANK OF SENIOR RESEARCH FELLOW¹

1. *SCOPE*

To define the College's procedures for the award of the title Senior Research Fellow, to prescribe the criteria for the award of this title and to define the role and responsibilities of Senior Research Fellows.

2. *PREAMBLE*

Senior Research Fellows will be holders of a PhD degree, or other postgraduate or professional qualification. They will have very significant post-qualification research experience (at least six years experience is expected). They will have a track record of high-quality publication in accord with the norms of their discipline.

3. *NOMINATION AND APPOINTMENT PROCEDURES*

(i) For appointment with the title Senior Research Fellow a recruitment process, chaired by the Faculty Dean (or nominee) is required. The appointment Committee, which may have external membership, shall be approved by the University Council. In deciding the case for appointment in the title Senior Research Fellow the Committee shall satisfy itself that the criteria given at paragraph (4) below are met; otherwise appointment in the title Research Fellow is appropriate.

(ii) For the award of the title Senior Research Fellow to members of staff who are Research Fellows, the applicant shall prepare the documentation prescribed at paragraph (5) below. The Faculty Dean shall assess whether or not a *prima facie* case for the award of the title Senior Research Fellow exists, having regard to the criteria prescribed at paragraph (4) below. If it is decided that a *prima facie* case exists, an interview, chaired by the Faculty Dean (or nominee) shall be held to reach a decision whether or not to award the title.

(iii) The role and responsibilities: Senior Research Fellows are experienced researchers in the university holding leadership roles in research groups, research centres and research institutes. In addition to the role performed by Research Fellows, Senior Research Fellows may:

Hold research grants in their own name as lead Principal Investigator (PI);

On grants where they are lead PI (not on grants where they are co-PI) they may be Principal Supervisors of research students in the same way as Professors and Lecturers, i.e. on the nomination of the School's Director of Teaching & Learning (Postgraduate) for appointment as a supervisor by the Dean of Graduate Studies,

Contribute to teaching with the agreement of the Head of School.

¹ Approved by the University Council. Actum CL/09-10/168 of 16th May 2010 refers.

(iv) The term of appointment is determined by contract. There is no defined College salary scale for Senior Research Fellows, and no defined implications for pay as a result of the award of the title.

(v) The Selection Panel convened by the Faculty Dean (for appointment as a Senior Research Fellow, or for interview to award the title to a current Research Fellow) shall include:

- The Faculty Dean (or pro-Dean)
- Head(s) of School and/or Directors of Research
- Senior members of the Faculty as nominated by the Faculty Executive
- Faculty HR Adviser (Secretary to the Committee)

4. CRITERIA FOR THE AWARD OF THE TITLE SENIOR RESEARCH FELLOW

Applicants will be assessed according to the following criteria:

1. Number of years of post-PhD research experience (at least six is expected)
2. Significant publications as assessed by the norms of the discipline – i.e. quality of academic publisher, citations, ranking of journal publications, etc)
3. Experience of successful supervision of students, including, where appropriate, contributing to undergraduate project supervision and Masters dissertations on taught programmes
4. Experience in a leadership role in a Research Group or Laboratory
5. Demonstrated capability to exercise independence in research, as evidenced by, for example, senior authorship/sole authorship of publications, and invited presentations at conferences.

5. DOCUMENTATION TO BE SUBMITTED TO THE SELECTION COMMITTEE

Candidates should submit the following in support of their applications:

- The Application Form for Recognition in the Title of Senior Research Fellow
- Two research references external to the College
- A reference from the TCD Principal Investigator
- A reference from the Head of Discipline and/or relevant Director of a Research Centre or Trinity Research Institute.

**University of Dublin
Trinity College**

Application for recognition in the rank of Senior Research Fellow

Before completing this form candidates should read the relevant procedures and criteria document.

**SECTION A
General Information**

1. Name _____ **Title** _____

2. School and Discipline _____

3. Telephone extension _____ **4. e-mail address** _____

5. Date of Appointment to staff of Trinity College Dublin _____

6. No. of years of post-doctoral research experience² _____

7. Current rank and title³ _____

8. Earned degrees and other qualifications received, in chronological order beginning with the most recent (specify date, subject, institution and grade of Honours)

9. Career to date, indicating appointments held in chronological order, beginning with the most recent.

10. Awards and distinctions in chronological order beginning with the most recent.

² A minimum of six years of postdoctoral research is expected for candidates seeking recognition in the rank of Senior Research Fellow

³ Applicants for recognition in the rank of Senior Research Fellow must currently be of the rank of Research Fellow

SECTION B
Research

- a. **Describe your research interests and activity. Discuss the significance of your research and its place within the field, providing supporting objective measures (e.g., citation figures, impact factors of journals, standing of book publishers, acceptance rates for conference proceedings, presentations at national or international conferences).**

- b. **Describe your experience in a leadership role in research – e.g. in a Research Group or Laboratory**

c. Provide a complete list of your publications in each of the following categories in chronological order beginning with the most recent (do not include publications which have yet to be accepted). Please number your publications in each category.

(i) MATERIALS SUBJECT TO PEER REVIEW OR EQUIVALENT EDITORIAL PROCESSES

(a) Books (single or joint author)

(b) Edited books or special issues of journals

(c) Journal articles

(d) Book Chapters

(e) Papers in conference proceedings

(f) Book reviews

(g) Other materials subject to external evaluation (e.g. computer software, dramatic or music productions)

(ii) PUBLICATIONS NOT SUBJECT TO EDITORIAL REVIEW

(a) Books

(b) Book chapters

(c) Journal articles

(d) Book reviews

(e) Papers in conference proceedings

(g) Other materials (e.g. computer software, dramatic or music productions)

d) Contribution to Research Supervision

(i) Number and level of students to whose supervision you have made a contribution:

Taught Masters

Student	Date of Award	Contribution to supervision

(ii) Undergraduate Project Supervision

Student	Date of Award	Contribution to supervision

(e) Describe any other teaching duties which you have undertaken

**SECTION C:
PROFESSIONAL DEVELOPMENT**

Describe any professional development activities you have undertaken to enhance your research, supervisory or leadership skills:

I warrant that all statements and representations which I have made to the College in this application are true and are not misleading in any material respect.

Signature_____

Date_____