Guidelines for Application for Dean's Research Fellowship

Please include the following information in your cover letter and Curriculum Vitae

Cover Letter

1. *Proposed Research Project*
   The project description should demonstrate the proposed project's quality, significance and originality. It should describe the project's anticipated outcomes, links with areas of research and/or other individuals within the Faculty, and alignment with the University strategy, <u>Research at Melbourne: Ensuring Excellence and Impact to 2025</u>. It should also explain how the project outcomes will enable future external funded fellowships or academic employment.

   You must detail your Proposed Research Project in the format below using the headings listed and with no more than 1,000 words in total for headings 2 to 6.
   1. Project Title and plain language statement about the project (no more than 100 words)
   2. Aims and Methodology
   3. Quality, Originality and Significance
   4. Expected Outcomes
   5. Opportunities for collaboration within the Faculty and beyond
   6. Opportunities for further external funded fellowships or academic employment
   7. Reference List (if required, but not exceeding one A4 page).

2. *Profile of Research Background – Track Record*
   Provide a profile of your research activities, experience and strengths. Include information about your track record and the relationship of this proposal with work in the field generally. This is an opportunity to mention items that might not be included in your CV
   (300 word maximum).

3. *The Fellowship in the context of career plans*
   Provide a statement describing your career plan and how this Fellowship will benefit your career
   (300 word maximum).

4. *Teaching Interests and Experience*
   Provide a brief statement outlining what Faculty subjects you would be interested in teaching, based on your research interests and/or past teaching experience (if applicable) *(200 word maximum).*

Curriculum Vitae

Your CV should include the following information. The CV should be a maximum of three pages in 12-point font, excluding the publications list. *Please do not provide copies of publications or theses with your application.*

1. Standard Information
   - Full name
   - Address, telephone and e-mail contact
   - Full details of education and postgraduate training
   - Details of awards and prizes
   - Details of any postgraduate and undergraduate teaching and supervision
   - Details of published works, including creative practice research outputs, organised in the following categories (the date of acceptance should be provided for papers not yet published):
     - Books
     - Refereed journal articles
     - Reviews
     - Chapters
     - Conference papers
     - Other publications
   - Contact details of two Referees

2. Employment and Non-Employment History

   Please provide a table (example below) indicating periods of employment and any significant career interruptions in reverse chronological order from the date of the PhD award.

   Example table

Time Period (Month/Year – Month/Year)	Non-employment and employment history (include position title)	Was the role research related? (Yes/No)	Total period (Months/Years)	Fraction Full Time Equivalent	Documentation attached (Yes/No)
Jan 2018 – present	*Teaching-only position, Level A* *University of Melbourne*	*No*	*8 months*	*0.5*	*Yes*
Jan 2017 – Dec 2017	*Parental Leave*	*No*	*1 year*	*1.0*	*No*