

**2010-2011
Postdoctoral Fellowship Program
- Application Guidelines**

Room N252, John Woolley Building, A20
The University of Sydney NSW 2006
Web: www.ussc.edu.au
CRICOS provider 00026A

The United States Studies Centre at the University of Sydney (**the Centre**) aims to be the world's leading authority on the United States outside the United States. The Centre brings together prominent scholars, politicians, business leaders and thinkers from across Australia, the US and around the world to teach, research, analyse, debate and create new knowledge on American politics and policy, business and economy, and society and culture.

2010 sees the Centre move into the second year of its prestigious Postdoctoral Fellowship Program (the Fellowship), bringing the best emerging minds together from around the world. The Centre will award up to six outstanding scholars Postdoctoral Fellowships for a 12-month period commencing on 1 September 2010.

The Fellowship offers a unique opportunity for forward-looking scholars to work alongside some of the world's leading authorities on the United States to create new knowledge on American political, economic, social and cultural issues.

Other members of the Centre include former Director General of the International Institute of Strategic Studies Robert O'Neill, former Director of the Sloan Program at the Stanford Graduate School of Business Bruce McKern, historian of Harlem Shane White, deliberative democracy proponent Lyn Carson, anti Americanism expert Brendon O'Connor, former Dean of Milano School of Urban Policy at the New School University Ed Blakely and Chair in US Media & National Correspondent for The Atlantic James Fallows.

Academic visitors to the Centre in 2010-11 will include two recent Presidents of the American Political Science Association, Peter Katzenstein, Cornell University, and Ira Katznelson, Columbia University; Provost and Professor of Psychology, Columbia University, Claude Steele; Princeton University labour economist Henry Farber; Harvard political scientists Jennifer Hochschild and Jane Mansbridge; Stanford University political scientists Morris Fiorina and Gary Segura; Harvard Law Professor Mark Tushnet; Harvard sociologists Bruce Western and Christopher Jencks; former Dean of the Kennedy School of Government Harvard Graham Allison; and NYU Writer in Residence Lawrence Weschler.

Our team of Postdoctoral Fellows will be based at the University of Sydney's main campus in Camperdown (five kilometres from the centre of Sydney). For a list of this year's Fellows, please consult our web site: <http://ussc.edu.au/ussc-people/post-doctoral-fellows>.

Eligibility

Fellowships will be awarded to scholars working on the United States from Social Sciences, Humanities, Public Policy, Management, Law, and related disciplines and professional schools.

Applicants must have a PhD awarded no earlier than 1 January 2003 or will be awarded no later than 31 December 2010.

Assessment Criteria

Excellence will be the primary criterion. Equal weight will be given to the quality of the proposed research project and the applicant's accomplishments. Fellowships will be awarded on the basis of academic merit and relevance of the proposed research as determined by the Centre.

Visa

Successful applicants for Postdoctoral Fellowships who are not Australian citizens or permanent residents will need to obtain a Temporary Business Long Stay – subclass 457 visa. The University will submit a nomination on your behalf to the Australian Department of Immigration & Citizenship and advise the next steps in the application process in order to obtain this visa.

Your employment is conditional upon your eligibility to work in Australia and the provision of documentary evidence of:

- your Australian residence status (birth certificate or passport) or valid working visa and, if applicable, documentation of any change of name;
- the qualifications stated in your application; and
- any professional registration required for the purposes of your role.

Health Care

A condition of the 457 visa is that the primary visa holder and any accompanying dependants must obtain adequate health insurance. The Centre will provide the Fellow and any accompanying dependants with the "120 Plan" Healthcare Plan through [IMAN Australian Health Plans](#). This plan will cover 100% of In-Patient Hospital costs. The plan will also covers Out-Patient medical expenses, limited to 100% of the amount of the applicable MBS Fee (Fees for medical services as set by Medicare). A "gap" or co-payment is usually required for Out-patient services.

Preparing an Application

The application form, referee report form and related information are available from:
<http://ussc.edu.au/ussc-people/positions-vacant>.

Applications (including application form, CV and proposal) in Microsoft Word or PDF will **only** be accepted via email and are to be emailed by the applicant to usscapp@usyd.edu.au.

Referee reports in Microsoft Word or PDF will be accepted via email or facsimile and are to be emailed by the referee to usscapp@usyd.edu.au. Reports emailed by the applicant will not be accepted.

Applications close

27 February 2010. Successful applicants will be notified no later than 3 April 2010.

Application requirements

Applicants are required to:

1. Complete the application form and the required attachments. Supporting documentation should be clearly typed, single or double spaced, single sided using 12 point font size with at least a 2.5 cm / 1 inch margin on each side, and where possible formatted to fit A4 paper.

The application must include the following:

- A completed application form including a 100 word summary of your proposed research project.

The proposed research project including your name, project title, aims and significance, research plan, methods and techniques. **This section should be no more than 4 pages** including bibliographic references. **Additional pages will not be considered.**

- For student applicants, a support letter from principal academic advisor stating that the PhD will be awarded no later than 31 December 2010.
 - Curriculum Vitae including a *list of recent publications* and details of academic record, prizes and awards, especially at postgraduate level. **This section should be no more than 4 pages.** **Additional pages will not be considered.**
2. Ensure that two confidential **referee reports** are sent directly to the Centre by the referee no later than by 27 February 2010 (to usscapp@usyd.edu.au or fax to +61 2 9351 6877).

Referees should comment on the applicant's intellectual calibre and quality as evidenced in research/work, past research and potential. Each report must be completed using the template available from the website above and should address the selection criteria. It is the responsibility of the applicant to ensure that referee reports are submitted to the Centre. **Late reports will not be considered.**

Points to note:

- if more than two referee reports are received for an applicant, the first two received will be used and all others discarded.
- submission of referee reports via an Interfolio Service is acceptable.
- Reports emailed by the applicant will **not** be accepted.

For any further information, please contact usscapp@usyd.edu.au.

NB: *All applications will be acknowledged. If you submit an application and do not receive an acknowledgement please contact usscapp@usyd.edu.au.*

Conditions of Award

The Fellowship in the Centre is awarded under the following conditions:

- The Fellowship is available to any applicant who holds the degree of Doctor of Philosophy, or who possesses equivalent standing as may be approved by the Centre;
- Applicants must have a PhD award dated no earlier than 1 January 2003 or will be awarded the PhD no later than 31 December 2010;
- Fellows will become employees of the Faculty of Arts at the University of Sydney and will be seconded to the Centre. Funding will not be provided to affiliated institutions to appoint Fellows;
- The Fellowship may not be held concurrently with any other award from the University of Sydney;
- The Fellowship is not transferable to another institution;
- Fellowships are tenable for a period of one year commencing on 1 September and concluding on 31 August the following year;
- Fellows are expected to focus on research for the duration of the Fellowship, however they will be required to participate in seminars and research discussions, as well as present on their research topic in appropriate forums;
- This Fellowship takes the form of a research-only appointment at a level commensurate with the Fellow's qualifications and experience:
 - *minimum salary AUD \$82,112;*
 - *AUD \$5,000 research funding;*
 - *Economy Class return airfare between candidates current residence and Sydney, Australia;*
 - *the Centre will assist with the cost of fares for dependants on a case by case basis;*
 - *funding for visa charges and removal expenses will not be provided;*
 - *accommodation for the first two weeks of residence in Sydney up to AUD\$1000;*
 - *employer superannuation contributions of 9% of base salary;*
 - *standard working hours of 37.5 hours per week;*
 - *20 days annual leave to be taken before the contract end date, plus additional paid leave during Christmas closedown as declared by the Centre.*
- The Centre reserves the right not to award the Fellowship should no applications of sufficient merit be received;
- Claims for travel expenses will normally be paid on production of an invoice or a receipt from a travel agency;
- The work performance of Fellows will be reviewed in accordance with the University's Performance Management and Development Program;
- Fellows are required to provide a report of their research work. A final report covering all aspects of the work undertaken (including grants awarded, grants applied for and their status, details of student supervision or co-supervision, conference presentations and publications) and details of any new knowledge gained in the field of study must also be provided at the completion of the Fellowship;

- Fellows shall be entitled to recreational, sickness and maternity leave in accordance with the University's general policy for all staff. All recreational leave must be taken within the period of the appointment. Requests to suspend or vary the hours of an award for any other reason must be submitted to the Centre;
- Successful applicants awarded a Fellowship or equivalent from another source must relinquish their Centre/University of Sydney Postdoctoral Fellowship within two months of notification of the other award;
- Any Fellow considered not to be making satisfactory progress will have the Fellowship reviewed by a committee appointed by the CEO of the Centre which, at its absolute discretion, may terminate the Fellowship;
- The University asserts certain ownership rights of intellectual property created in the course of the Fellowship subject to the University's Intellectual Property Rule:
<http://www.usyd.edu.au/policy/>;
- The visa application process can be lengthy, and applicants are advised to obtain their visa before leaving any previous employment, or making arrangements to travel to Australia. They should contact the Australian Embassy or Consulate in their country of residence for advice on the visa application process;
- The Centre expects the Fellow to acknowledge affiliation with the Centre in all publications, presentations, lectures, media, etc arising from research performed during the Fellowship.