



**DALHOUSIE
UNIVERSITY**

FACULTY OF
GRADUATE STUDIES

Izaak Walton Killam
Postdoctoral Fellowship
Competition Guidelines



Lauréats
KILLAM 
Laureates

GENERAL QUALIFICATIONS

The intention of the Izaak Walton Killam Postdoctoral Fellowship program is to attract recently graduated scholars of superior research ability to Dalhousie University, and to provide the recipients with the opportunity to establish themselves as productive members of the academic community. The doctoral degree is understood to be a degree awarded primarily for the completion of independent research which is publishable in the normal, refereed scholarly manner that is characteristic of a particular discipline.

Those persons who meet the above qualification, but hold a permanent academic position to which they will return, will not as a rule be considered in this competition. Exceptions may be made in the case of individuals who, for example, are substantially changing their field of research or who come from countries in which immediate employment is guaranteed to all competent PhD holders.

Applicants are not required to have completed their doctorate at the time of application; however, they must do so prior to taking up the fellowship.

There are no restrictions regarding nationality of applicants, but successful candidates must meet all Canadian Immigration requirements.

Since these Fellowships are intended to attract new scholars to Dalhousie, those scholars already at Dalhousie are not eligible to apply. You are not eligible to apply if you:

- a) hold a PhD or JSD degree from Dalhousie or are currently completing a PhD or JSD degree at Dalhousie.
- b) have held previously, or hold as of the application deadline (December 15), an academic or research appointment of any kind at Dalhousie or King's College.
- c) fulfilled all PhD requirements prior to September 15, 2016.

Questions of eligibility for these Fellowships are decided by the Associate Dean, Faculty of Graduate Studies, to whom any inquiries may be directed. Please see Appendix III for allowable extensions to eligibility.

If a Fellow holds another award valued at less than the Killam Postdoctoral Fellowship, the external award will be supplemented to the full Killam value as an "Honorary Killam Postdoctoral Fellowship".

TENURE

Fellowships are awarded for a term of two years. If an honorary Fellow holds external funding for less than two years, a full Killam Fellowship will be awarded for the remainder of the two-year period. A fellowship may be taken up at any time between May 1st, 2020 and January 15th, 2021 but preferably by September 15th, 2020.

VALUE

Approximately 5 new fellowships are awarded annually. The fellowships are valued at up to \$55,000 annually including full benefits and a travel allowance for transportation to and from Halifax, a one-time research allowance (\$3,000) and a conference travel grant (\$1,000).

RELOCATION ALLOWANCE

Travel grants are provided to meet the cost of transportation to Halifax, by the most direct route, from the place of residence at the time of being offered the award. Grants will not exceed the cost of economy airfare for the Fellow and spouse. Unfortunately, we are not able to provide an allowance for children's travel or for personal effects.

TEACHING

Fellows may engage in teaching or other similar duties in the University. Such activities must not involve more than three hours per week of the Fellow's time. No other paid work at Dalhousie or elsewhere may be undertaken by a Fellow without the permission of the Dean, Faculty of Graduate Studies.

DEADLINE FOR RECEIPT OF COMPLETED APPLICATIONS

The deadline is December 16th for receipt of completed applications and all supporting documents in the Department. Please allow sufficient time for delivery.

NOTIFICATION OF RESULTS

Individual Departments pre-screen applications and forward the two top-ranked candidates for consideration by the University Killam Postdoctoral Fellowship Committee. The results of the competition are generally announced in February, and all applicants recommended to the Dalhousie University Killam Postdoctoral Fellowship Committee are notified of the results by the Dean, Faculty of Graduate Studies. The successful candidates are notified by email. The waitlisted and unsuccessful candidates are notified by email. Those candidates who are not recommended to the University Killam Postdoctoral Fellowship Committee will be notified by the Department to which the candidate applied.

ADDITIONAL INFORMATION

Additional information is available at:

Killam Trusts	www.killamtrusts.ca
Dalhousie University	www.dal.ca
Halifax Regional Municipality	www.region.halifax.ns.ca
Province of Nova Scotia	www.gov.ns.ca
Government of Canada	www.canada.gc.ca
Immigration	www.canadainternational.gc.ca
Medical Services Insurance (MSI)	(902) 496-7008 or 1-800-563-8880

APPLICATION INSTRUCTIONS

As a first step in the application process, you should contact the Department to which you intend to apply to discuss the feasibility of your application and the potential for support from a faculty member. To complete the application, please adhere to the following guidelines:

Applications must be word-processed or typed and forwarded to the Killam Postdoctoral Fellowship Committee, c/o the Chair of the Department to which you are applying. If any part of the application comes to the Faculty of Graduate Studies office and not to the proposed department, your entire application may be deemed ineligible.

The following numbers correspond to the numbered sections of the application form:

1. Indicate the grade of honours attained with all degrees you have received.
2. Note relevant employment experience, dates, employer, and position. If presently employed, state clearly whether this is a permanent position (see General Qualifications). Also include scholarships and awards and conference presentations. Maximum of six (6) pages. This may be in CV format.
3. Provide names and addresses of three referees who do NOT hold an appointment at Dalhousie University. Referees should be familiar with your work and in a position to evaluate your research potential and able to provide a substantive evaluation of your ability. Please contact these people to request the appropriate letters before the application is submitted. Confidential reference letters are to be addressed directly to the Killam Postdoctoral Fellowship Committee, c/o Chair of the Department in which you wish to work. Emails directly from the referee's institutional email address, facsimiles, or paper copies will be accepted. Please note that FGS departments reserve the right to contact referees to confirm references.

4. Supplementary material required to complete your application:

- a. If you have completed your PhD, we require a confirmation of completion from your Doctoral University.

If you have not yet completed your PhD we require a confirmation of enrollment from your Doctoral University.

b. PUBLICATIONS

Indicate co-authors, title, journal or publisher, and date of publications on your list of publications. Do not send copies of publications.

c. RESEARCH PROPOSAL

In order to facilitate adjudication both by a Departmental Killam Postdoctoral Fellowship Committee, consisting of academics with expertise in your discipline, and by the University Killam Postdoctoral Fellowship Committee, consisting of academics from a wide range of disciplines, please provide the following:

- i) Research proposal (four (4) pages or less including references, single spaced), concluding with a section describing the significance of the research or projects that you would like to carry out while at Dalhousie and how your project relates to research activities in the department to which you are applying. (Pages beyond the maximum will not be forwarded to the committee.)
- ii) A lay summary of your research proposal of one page or less (including references), written at a level that could be understood by the general public reading it in a newspaper.

d. LETTER OF SUPPORT

A letter of support has to be provided by the Dalhousie faculty member with whom you wish to work. The letter should indicate the benefits that would accrue, both to the applicant and to the University, from the proposed collaboration; judgement of the candidate's published papers; and judgement of the candidate's unpublished papers and/or conference presentations.

Applicants assume total responsibility for ensuring that their applications are complete and received by the deadline of December 16th. Applicants should contact the appropriate Department for confirmation that their application is complete.

Applicants should not submit any additional documentation except when specifically requested by the Department. Only the documentation listed above will be forwarded to the University Killam Postdoctoral Fellowship Committee.

DALHOUSIE KILLAM POSTDOCTORAL FELLOWSHIP
APPLICATION CHECKLIST

A complete application will consist of the following:

Submitted to Department by Applicant:

- ❑ completed Dalhousie Killam Postdoctoral Fellowship Application form
- ❑ work experience, scholarships, awards, conference presentations (6 pages maximum)
- ❑ optional statement explaining interruptions in study or extenuating circumstances that impacted your academic record
- ❑ list of publications
- ❑ research proposal (4 pages maximum including references)
- ❑ lay summary of research proposal (1 page maximum)

Arranged by Applicant (submitted directly to Department on behalf of Applicant):

- ❑ official confirmation letters of completion or enrollment
- ❑ three confidential letters of reference (originals; maximum two (2) pages each)
- ❑ letter of support from the Dalhousie faculty member with whom you wish to work

ALL DOCUMENTS MUST BE FORWARDED TO:

Killam Postdoctoral Fellowship Committee
c/o the Chair of the Department to which the candidate is applying
PO BOX 15000
Halifax, Nova Scotia
Canada, B3H 4H2

DALHOUSIE UNIVERSITY DEPARTMENTS & SCHOOLS

Agriculture	Information Management
Architecture	Interdisciplinary PhD
Biochemistry & Molecular Biology	International Development Studies
Biological Engineering	Internetworking
Biology	Law
Biomedical Engineering	Library and Information Management
Business Administration	Mathematics and Statistics
Chemical Engineering	Mechanical Engineering
Chemistry	Medical Neuroscience
Civil Engineering	Medical Research
Classics	Microbiology & Immunology
Clinical Departments, Faculty of Medicine	Mineral Resource Engineering
Communication Sciences and Disorders	Music
Community Health & Epidemiology	Neuroscience
Computational Biology and Bioinformatics	Nursing
Computer Science	Occupational Therapy
Dentistry	Oceanography
Earth Sciences	Oral & Maxillofacial Surgery
Economics	Pathology
Electrical & Computer Engineering	Petroleum/Oil and Gas Engineering
Electronic Commerce	Pharmacology
Engineering Mathematics	Pharmacy
Environmental Engineering	Philosophy
English	Physics & Atmospheric Science
Food Science & Technology	Physiology & Biophysics
French	Physiotherapy
German	Planning
Health	Political Science
Health & Human Performance	Psychology and Neuroscience
▪ Health Promotion	Public Administration
▪ Kinesiology	Resource & Environmental Studies
▪ Leisure Studies	Social Work
Health Services Administration	Sociology & Social Anthropology
History	Spanish
Industrial Engineering	Theatre

For further information, please contact:
Faculty of Graduate Studies
Dalhousie University
Room 314, Henry Hicks Building
6299 South Street
PO BOX 15000
Halifax, NS, B3H 4R2
Canada
Telephone: (902) 494-2485
Facsimile: (902) 494-8797
Email: graduate.studies@dal.ca
<http://www.dal.ca/kpdf/>

APPENDIX I – MSI COVERAGE

Please visit the MSI website at http://www.gov.ns.ca/health/msi/moving_travel.asp for full details on MSI coverage. The following is a summary only of coverage for employees who come to work at Dalhousie from outside the province:

A: Out of Province:

If you are a Canadian or "Permanent Resident" moving permanently to Nova Scotia from another part of Canada, coverage will generally begin on the first day of the third month following the date you established residency here. For example, if you established residency in Nova Scotia on September 27th, MSI would provide coverage on December 1st. Contact your previous province to ensure your coverage is maintained until your Nova Scotia coverage begins.

B Out of Country:

If you are a returning Canadian Citizen or a returning "Permanent Resident" moving permanently to Nova Scotia from outside Canada, MSI will provide first day coverage. People moving to Nova Scotia from outside the country, who hold a Work Permit, are eligible to apply for MSI upon their arrival in Nova Scotia, provided they will be remaining in Nova Scotia for at least one full year and have signed a declaration. The worker cannot be absent from Nova Scotia for more than 31 days, except in the course of employment. Coverage will begin on the date of arrival in Nova Scotia or the date the Work Permit was issued, whichever is the later date. For continuous coverage, a copy of the renewed Work Permit must be submitted and a new declaration form must be signed each year.

Children under the age of 19 are granted coverage on the same basis as their parents once the applicant has gained entitlement.

APPENDIX II – Parental Leave

Interruption of Killam Postdoctoral Fellowship

You may interrupt your active award for a parental leave

- Parental Leaves can be approved for up to 12 months with 4 months of financial support and the remainder of the award will be held in abeyance for 8 months
- You must obtain approval from your university prior to your leave and interruption of your award.

APPENDIX III – Allowable Extensions to Eligibility

The window of eligibility can be extended by a cumulative maximum of two years if the applicant had their career interrupted for one or more of the following reasons:

- parental leave
- illness
- health-related family responsibilities
- mandatory military service
- disruptions due to war, civil conflicts and/or natural disasters in the country of residence

"Career interruption" refers to a period of time when the applicant was not working (full-time or part-time) and when their research output was completely interrupted.

Additionally, for health professionals who have engaged in post-degree non-research-related clinical training (e.g., residency), the eligibility window can be extended by the duration of this training.

For other professions that require post-degree, non-research-related training to be certified by a professional body, please consult the Killam Administrator to confirm whether an extension to the eligibility window is allowable.

No other exceptions will be allowed.

Interruptions used to extend the eligibility window for degree completion must have occurred after the fulfilment of your degree requirements and before the application submission deadline.

"Fulfilled all requirements of the degree" refers to the date that the applicant completed all the steps required for obtaining their degree. Although these requirements may vary by institution and degree type, they normally include thesis defense corrections and thesis deposition. Note that convocation is not considered a degree requirement.