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## **Ontario Post-Doctoral Fellowship Program, Round 5**

The Ontario Post-Doctoral Fellowship Program is an initiative to recruit and retain in Ontario outstanding young scientists and scholars at the post-doctoral level. The Ontario Ministry of Research and Innovation (MRI) provides financial support of up to 50% of salaries and benefits for this position to a maximum of \$25,000/annum in each year for two (2) years. The OCAD University supervisor is responsible for the matching funds balance of salary and benefits, and any operating or related costs. This produces a combined minimum salary and benefit package for the post-doctoral fellow (PDF) of \$50,000 per annum for a base salary of \$42,000. The supervisor can top up this level should he/she have additional funds with which to do so. There are no disciplinary restrictions. However, priority will be given to post-doctoral fellows in targeted economic sectors aligned with Ontario's research and innovation agenda.

### **OCAD's Allocation**

OCAD's has been allocated one position by MRI. The tenure of the position is two years.

### **Deadlines**

Application deadline: July 1, 2011.

Position deadline: the PDF must begin his/her term prior to December 31, 2011. The supervisor must guarantee that the PDF will be recruited and relocated to OCAD by that time.

### **Application Process**

The supervisor and the PDF are required to complete the applications form.

Incomplete proposals will not be considered.

### **Adjudication**

An adjudication committee, selected by the Associate Vice-President Research, & Dean, Graduate Studies on the advice of the Deans, will review all complete proposals by July 30, 2011. The criteria for selection are those required by MRI and detailed in the application materials.

### **Administration**

The program is administered through the Research Office.

The supervisor and the PDF must complete a PDF registration form and an intellectual property agreement and file these with the Research Office.

# The Post-Doctoral Fellowship (PDF) Program Guidelines

## Overview

- The Post-Doctoral Fellowship (PDF) program is designed to support research excellence in targeted economic sectors aligned with Ontario's research and innovation agenda.
- The Program assists in the support of a Post Doctoral Fellow selected and appointed solely and independently by the Institution, to conduct research activities at the Institution's premises as the PDF prepares for a full-time academic and/or research career.

## 1. Definition of Post Doctoral Fellow

- The PDF appointed by the Institution should be engaged in substantially full-time research or scholarship but should not be part of a clinical training program. More specifically;
  - a. The appointment is never permanent;
  - b. The appointee is someone who has recently been awarded a Ph.D. degree in any discipline or a health professional degree;
  - c. A faculty member supervises the appointee;
  - d. The appointee has the freedom to publish the results of his or her research or scholarship obtained during the period of the appointment;
  - e. At the discretion of the institution, the appointee may undertake teaching duties.

## 2. Eligibility

- To be considered eligible to apply to the Institution, as of the deadline date of the year in which they apply, PDF applicants must:
  - a. Have completed or received a PhD degree in any discipline no more than two years before the intended application deadline; or
  - b. Be expected to complete their PhD degree in any discipline no later than six months after taking up the PDF.
  - c. The health professional degree must be in a regulated health profession which requires at least a Bachelor's degree to be eligible for licensing by that regulated health profession.
  - d. Date of degree completion is the date on which all requirements of the degree have been met.
  - e. If an applicant has at least six months of full-time relevant work experience in industry or government after receiving the doctorate, the eligibility period is extended to three years;
  - f. If an applicant has withdrawn from the workforce and active research for maternity or paternity leave or to raise a child for at least one year after receiving a doctorate, the eligibility period is extended to six years;
  - g. Applicants must hold the PDF at the Ontario university through which they made their application;
  - h. Applicants must be eligible to hold a PDF in Canada.

## 3. Competitive Selection Process

- Selection and appointment of the PDF by the Institution will be based on a competitive process managed solely and independently by the Institution as part of its suite of scholarships, fellowships and student awards. Recruitment by the Institution may include advertisement or search through any appropriate competitive mechanism.
- The Institution will establish an application process that requires the applicant to submit to the Institution an application package consisting of:
  - a. an application form
  - b. letters of reference (minimum of 3)
  - c. a curriculum vitae
  - d. a proposed research plan
  - e. other documents or forms as determined appropriate by the Institution

- Also, the Institution must establish an adjudication committee, composed of qualified and authorized experts, to evaluate applications. Committee members will adhere to all relevant policies of the Institution in their review and selection of successful applications.
- In addition, candidates should be evaluated based on the following:
  - a. Their past research and leadership achievements
  - b. The excellence and impact of the proposed research program
  - c. Their ongoing/future research and leadership potential
  - d. The program is open to all disciplines but the Ministry encourages alignment of their research activity with key priority sectors as outlined in *Ontario's Innovation Agenda*: bio-economy and clean technologies; advanced health technologies; pharmaceutical research and manufacturing; and digital media and information and communication technologies.

#### **4. Notification of Selection and Appointment**

- Successful PDF applicants will be notified directly by the Institution. The Institution will provide the successful applicant with a letter of offer stating the terms and conditions of the appointment of the PDF by the Institution, including that:
  - the Institution, the PDF and the PDF's mentors agree to participate in a PDF network as may be requested and organized by Ontario from time to time;
  - the PDF must commit a minimum of 1% of their research activities to mentor youth on-campus and in their local community.
- The Institution's letter of offer to the PDF must acknowledge Ontario's contribution.
- Successful applicants must notify the Institution in writing that they accept or decline the appointment.
- In accordance with the terms and conditions of the Agreement, the Institution must advise Ontario in writing of the selection process and appointment of each named PDF – on or before August 31, 2009.
- Ontario reserves the right to publish the names and other basic research information of successful PDFs appointed by the Institution.
- All PDFs must start on or before December 31, 2011.

#### **5. Reporting to Ontario**

- The PDF must report to the Institution on their research activities.

#### **6. Salary and Benefits**

A PDF receives a minimum of \$50,000 annually in salary, benefits and research allowance, for a base salary of \$42,000. This is a matching program, with MRI contributing \$25,000 and the institutions matching, at minimum, an additional \$25,000.