HAWKE FELLOWSHIP

Guidelines for Hawke Fellowship

The Hawke Fellowship is an initiative of the Pro Vice Chancellor EASS and the Director: Hawke Research Institute to provide opportunity for research active Hawke Research Institute members to publish quality outputs within a supportive and research active environment.

In keeping with the principles of the University of South Australia’s Professional Experience Program (PEP), the Hawke Fellowship is intended to provide for a period of professional development to the mutual benefit of a staff member and the University.

The Hawke Fellowship provides funds for teaching release up to a value of $13,000 to enable the researcher to have dedicated scholarship time to write and publish their research.

Up to two fellowships may be offered each year with one researcher from the Humanities and Creative Arts disciplines and the other from the Social Sciences disciplines with selection of the best applicants arising from a competitive application process.

1. **Objectives of the scheme**

1.1 To provide a research setting to Hawke Research Institute (HRI) members that supports the publication of quality outputs.

1.2 To enhance the research capacity of HRI members to develop competitive research projects in national and international funding rounds.

1.3 To build interdisciplinary, transdisciplinary, national and international research networks and research synergies within the HRI membership, across the division and with other research networks across the university.

1.4 To enhance the research careers of early career researchers particularly though partnerships with senior researchers.
2. **Eligibility principles**

2.1 Only full members of the Hawke Research Institute in the academic Levels B - C range are eligible to apply for a Hawke Fellowship.

2.2 Applicants must be a recognised researcher from within the Humanities and Creative Arts or Social Sciences disciplines.

2.2 All applicants should be currently employed on a permanent or fixed-term contract of greater than 12 months at the University of South Australia. Sessional staff will not normally be considered.

2.3 All applicants should have completed a PhD degree in their field and be able to show evidence of sustained research achievement commensurate with opportunity.

3. **Funding**

3.1 The Hawke Fellowship will provide funding up to $13,000 to provide teaching relief pursuant to the time required to finish writing the publication but will not exceed one 13 week study period.

4. **Applications will be shortlisted and selection will be based on:**

4.1 The extent to which the applicant’s research findings and data are sufficiently progressed to produce a quality publication(s).

4.2 The capacity of the staff member to achieve the outcomes outlined in the fellowship application and make effective use of the opportunity;

4.3 The capacity of a School and/or Division to adjust or maintain the regular academic program during the proposed period of absence;

4.4 The capacity of the staff member at the time of fellowship approval to contribute at least one further year of service after completing the fellowship.

5. **Submissions**

5.1 Submit your application form and supporting documentation by email to lynette.copus@unisa.edu.au by 5pm Wednesday 17 June 2015.

6. **Selection Committee**

6.1 Applications will be assessed by a university selection committee comprising senior members of the university research community. These will include the Director: HRI (chair), Dean: Research and Research Education, Div EASS, the Pro Vice Chancellor EASS and one EASS Head of School.
The Selection Committee reserves the right to not award a Hawke Fellowship(s) within each Expression of Interest call.

7. **Assessment criteria**

7.1 The feasibility and coherence of the research design, and its appropriateness in relation to available funding resources.

7.2 The likelihood that the fellowship will lead to demonstrable and high quality research outputs.

7.3 The likelihood that the fellowship will lead to research enhancement and capacity building in competitive research funding rounds.

8. **The application process**

8.1 The application consists of two parts

1. An application form
2. A 2-page CV which includes research highlights and a list of publications in last five years.

8.2 The application must contain all the information necessary for assessment without the need for explanation or reference to further documentation, including reference to the world wide web.

8.3 All applications must be written in English and comply strictly with the submission requirements.

9. **Application format**

9.1 All supplied text within an application must meet the formatting requirements, which are as follows:

- Typewritten in black type
- Single column
- Minimum 12-point highly legible font (e.g. Helvetica, Times New Roman or Arial). This includes reference lists, figure captions, table captions and table contents. Text within figures may be any font size, but should be legible for reviewers
- Must not include URLs except in reference lists (do not hyperlink URLs in reference lists).

10. **Conditions of the Fellowship**

10.1 Each recipient must spend a minimum of 3 days each week for the duration of the
fellowship based at the Hawke Research Institute based at the City West Campus.

10.2 Each recipient is expected to complete work on a research project during the tenure of the Fellowship. This project might, for example, cover the finalization of a book manuscript for publication or the completion of journal articles for publication.

10.3 Each recipient is expected to provide a report to the Director: HRI within 6 months of the completion of the fellowship outlining the research outcomes and outputs. A copy of this report is to be forwarded to the Manager: Hawke Research Institute.

10.4 All research outputs facilitated by the Hawke Fellowship must acknowledge the Hawke Research Institute.

11. Key dates

- Wednesday 27 May 2015  Release of guidelines
- Wednesday 17 June 2015  Applications close 5 pm
- TBA  Hawke Fellowship recipient(s) announced

12. Administrative contact

12.1 All administrative enquiries should be directed to:

- Lynette Copus
  Institute Manager: Hawke Research Institute
  Phone: +61 8 830 21007
  Email: Lynette.Copus@unisa.edu.au

Reference:
Please refer to the PEP policy [http://w3.unisa.edu.au/policies/policies/hr/hr09.asp](http://w3.unisa.edu.au/policies/policies/hr/hr09.asp).