

Newcastle University Academic Track (NUAct) Fellowship Scheme 2023
Targeted Fellowship
SUMMARY COVER SHEET GUIDANCE NOTES

All applicants must complete the summary cover sheet template in full and submit this with your application as an 'additional document'. Your summary cover sheet will be the only document seen at initial our longlisting stage. Please read the guidelines below before completing the template – **applications that are not compliant with the guidelines will not be assessed.**

Important information

Summary cover sheets must be submitted using the template using a minimum font size of 11pt and retaining current margins. Please do NOT include any information in addition to the questions provided, and do NOT include your name or current place of work even as a header or footer.

1. Area(s) of research from list of research areas (listed on pages 8 and 9 of the candidate pack)

Please check the list and select the area or areas of research which most closely align with your proposal.

2. Title of research proposal – (150 characters max. including spaces)

3. Lay summary of research proposal (2000 characters max. including spaces)

This is an opportunity to give an overview of your proposal in non-technical terms to be easily understood by a non-expert. Please remember that our panellists all come from different specialities and we are looking for Fellows who can inspire and engage people in their research area. Your summary should explain what research question(s) you are addressing, what methods your research will deploy and the wider context and potential importance and impact of the research.

4. CV Highlights (1000 characters max. including spaces)

Please list relevant highlights, including your contributions to publications, awards, collaborations, leadership and citizenship. Include those most relevant to your proposal as well as the most notable. Please note that Newcastle University is a signatory to [DORA](#) (Declaration on Research Assessment) and we do not rely on journal impact factors as a measure of quality of research. Our policy statement on Responsible Research Metrics can be found [here](#). We ask that you do not include your name, institution or full citations, but encourage you to highlight what your contribution to a paper or collaboration has been, and why it is important or impactful.

5. Year PhD awarded (or equivalent qualification)

Please let us know what year your PhD (or equivalent qualification) was awarded. If you do not hold a PhD but have an equivalent qualification or experience, please provide details under the section 'CV Highlights'.

6. How would you contribute to and add value to the thematic area at Newcastle University? (1000 characters max. including spaces)

Please explain how your research fits with, potentially complements or furthers and enhances activity that is already being carried out at Newcastle University within engineering and your area research.

7. How have you contributed to the wider research community and how will you contribute to Newcastle University's work on building a more positive research culture? (1000 characters max. including spaces)

NUAcT Fellows are instrumental members of our academic community and help shape not only our environment but also our workplace culture. We are looking for candidates who have a genuine interest and commitment to becoming strong role models for EDI and who can be proactive in helping us to increase and support under-represented groups at all levels within the University. NUAcT Fellows are active in this in many ways - for example getting involved in outreach work, developing and implementing initiatives to support under-represented groups, establishing or joining peer support or mentoring groups or working with relevant university committees. (These are just a few examples – this list is not exhaustive.)

In this section explain how you will contribute positively to our workplace culture. It would be helpful to include examples of previous relevant activity if you can. We are looking for candidates who can demonstrate a genuine interest and commitment to becoming strong advocates and role models, and who can be proactive in helping us to develop a welcoming, supportive and inclusive environment at all levels within the University.

8. Extenuating circumstances (1000 characters max. including spaces).

We want to ensure that any extenuating circumstances are taken into account when considering your application. This information will ensure that the panel can assess your research outputs in relation to the amount of time you have spent in research, and we welcome applications from candidates with unconventional career paths. You may use this section to:

- provide dates of any career breaks or periods of working part-time, or any other relevant information (such as the impact of Covid) that may have impacted your career trajectory to date
- let us know of any time spent working in non-research roles since your PhD
- give details of relevant experience equivalent to a PhD for non-Doctoral applicants
- explain why you identify as an early career researcher if this may not be clear