

**Institute of Historical Research
School of Advanced Study, University of London**

**PAST & PRESENT POSTDOCTORAL FELLOWSHIPS 2017–19
INFORMATION FOR APPLICANTS**

The Past & Present Society and the Institute of Historical Research will offer up to four two-year postdoctoral Fellowships in History for 2017–19, tenable at the Institute. Preference will be given to applicants who demonstrate a broad interest in processes of social, economic, political and cultural change, as manifested in their particular field of study. The Society wishes to promote work of a kind that might be published in the journal *Past & Present* and its book series, which is published by the Oxford University Press.

ELIGIBILITY

The Fellowships will be awarded to postdoctoral applicants who have recently completed a doctoral degree in history, or who will have submitted their thesis for examination by 1 October in the academic year in which the Fellowship is to be held. It is a strict condition of the Fellowship that the thesis should have been submitted by that date. Applicants may be of any nationality, and their PhD (or equivalent) may have been awarded in any country. Those who have previously held another stipendiary postdoctoral research fellowship of 12 months or more, with a salary or stipend attached to it, or a full-time lectureship, will not be eligible. The Fellowship cannot be held in conjunction with any other substantial maintenance grant, nor can it be used to fund a sabbatical year for the holder of a permanent academic position.

A condition of the award is that Fellows should undertake further historical research and writing. The Fellowships are envisaged as an opportunity for Fellows to develop their doctoral research for publication and/or to work on a postdoctoral project; applicants should clearly indicate their plans in both respects. Fellows will be encouraged to submit their articles or books to the editors of *Past & Present* for consideration. Fellows will not be required to be resident in London, but should participate in the activities of the Institute, by regular attendance at and presentation of papers to appropriate seminars and by giving information and help to fellow scholars working in the same field. Fellows are expected to develop their own ideas for collaborative activities while at the Institute and some limited funds will be available to help support these activities.

At the discretion of the Director of the Institute, Fellows may engage in teaching or other paid work for up to six hours a week (note however that some categories of non-national may need to obtain a work permit in order to undertake this).

STIPENDS

The Fellowship stipend will be based on salary scales for the coming year. As a guideline it was worth £20,374 per annum during the 2016–17 academic year. It will be payable in eight instalments over two years, through the Institute. Contributions to USS or other superannuation schemes on a similar scale will be made when this is requested and an

arrangement can be agreed. The Society will, during the period of the Fellowship, be prepared to consider applications for help with the expenses of attending conferences. Although full funding may be provided in the case of UK-based conferences, help towards the cost of conferences elsewhere is likely to be more limited.

VISAS

Fellows, if they do not already have the right to reside in the UK, will require a visa, and must ascertain what category of visa is most suitable for them.

The University of London is licensed to issue sponsorship certificates for Tier 5 visas. If Fellows need to enter the UK under a Tier 5 visa, they should apply for a sponsorship certificate through the IHR Fellowship Office, which they can then use in their visa application to the Home Office. Further details of visa categories can be found at <http://www.ukba.homeoffice.gov.uk/visitingtheuk/>

DEADLINES

- Complete applications must be received at the Institute of Historical Research no later than **2 January 2017**. Incomplete applications or applications arriving after this date will not be considered.
- Two supporting letters of reference must be received by no later than **16 January 2017**.
- Interviews will be held in **March 2017**.

APPLICATION FORMAT

- Hard copy applications will be deemed ineligible. Only applications made using the IHR's online application system will be considered.
- Applications for which the requested supporting documents (one-page CV, thesis summary, written work, and research proposal) are not uploaded will be deemed ineligible.
- Applications which do not receive their full complement of two supporting letters of reference will not be considered. It is the applicant's responsibility to ensure that his/her referees supply letters in support of the application.

REFERENCES

Once an application has been submitted, a standard email will be sent automatically to the addresses supplied by the applicant in the 'Referees' section of the online application form. This will provide the referees with a link to the online system, where they can upload their reference letter. These letters must be uploaded to the online application system directly by the referee, not by the applicant. Applicants may arrange instead for a portfolio of generic references to be sent by their university, where such a service is offered. In that

case the box in the 'Referees' section marked 'Portfolio to follow' should be ticked, and the referee details left blank.

It is the applicant's responsibility to ensure that his/her referees supply letters in support of the application, and it is strongly advised that referees are contacted well before the application is submitted. Applications which do not receive their full complement of two supporting letters of recommendation by **16 January 2017** will not be considered.

THE SCHOOL OF ADVANCED STUDY

Applicants are strongly advised to investigate the resources that are available to them within the University of London, and particularly at the School of Advanced Study, to which the IHR belongs. Details can be found at www.lon.ac.uk and www.sas.ac.uk

FINAL REPORT

Within three months of the end of the Fellowship period (i.e. before 1 January 2020), each Fellow will send to the Institute of Historical Research (by email) a written report on the Fellowship experience, detailing the activities undertaken during the period of his/her Fellowship and an outline of future career plans.

SELECTION POLICIES

A committee of senior historians will draw up a short list of interview candidates from eligible applicants. The committee will assess the quality of applications with reference to the following criteria:

- The academic record of the candidate as exhibited by CV and references;
- The quality of the submitted written work;
- The importance of the proposed research to the applicant's field and its prospects for publication in a leading academic journal or monograph series;
- The prospects for completing research within the time projected and funds awarded;
- All other considerations being equal, the candidate's likely contribution to the academic life of the IHR.

APPLICATION CONTENTS

As well as completing the 'Personal Details', 'Education' and 'Referees' sections of the online form, applicants should also upload the following four documents:

- A one-page CV, listing any educational details, publications, research papers and other relevant academic information not submitted elsewhere in the application.
- A summary of the doctoral thesis (no more than 750 words). ***Your name and page numbers must be included on all pages.***
- A postdoctoral research proposal with timetable for completion (no more than 1,000

words). ***Your name and page numbers must be included on all pages.***

- A sample of the applicant's written work, in English (between 8,000 and 10,000 words). This is often a thesis chapter or journal article. ***Your name and page numbers must be included on all pages.***

THE DEADLINE DATE FOR THE RECEIPT OF APPLICATIONS WILL BE 2 JANUARY 2017. ALL REFERENCES MUST BE RECEIVED AT THE IHR BY 16 JANUARY 2017.