

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

**PAST & PRESENT POSTDOCTORAL VISITING FELLOWSHIPS 2023-25
INFORMATION FOR APPLICANTS**

The Past & Present Society and the Institute of Historical Research will offer up to four two-year postdoctoral Visiting Fellowships in History for 2023-25, tenable at the Institute from 1 October 2023. Preference will be given to applicants who demonstrate a broad interest in processes of social, economic, political, and cultural change, as manifested in their 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 completed a doctoral degree in history in the past 18 months, 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 also be asked to curate a 'virtual issue' of the journal. Fellows **will be** required to be based at the IHR in London, and participate in the activities of the Institute, by regular attendance at and presentation of papers to appropriate seminars – including the Fellows' Seminar - 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 to undertake this).

Applicants should note that the fellowship does not constitute employment of the University of London.

STIPENDS

The Fellowship stipend will be based on salary scales for the coming year (approximately £38,109 per annum). It will be payable in eight instalments over two years, through the Institute. The Society will, during the period of the Fellowship, be prepared to consider applications for help with the expenses of attending conferences, up to a maximum of £1,000 per annum. An additional discretionary fund will be available for Fellows to apply to, which can provide support in the event of illness, or caring responsibilities.

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

- To access the online application system you will need to apply for an online account; it can take up to 24 hours for this to be approved so please allow enough time in advance of the deadline.
- Complete applications must be received at the Institute of Historical Research no later than 5pm (GMT) on **Tuesday 28th February 2023**. Incomplete applications or applications arriving after this date will not be considered.
- Candidates who are selected for interview will be contacted to provide the names of Two Referees, whom the panel can contact for a letter of reference.
- Interviews will be held in **May 2023**.

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.

REFERENCES

Once an application has been short-listed, 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.

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. Short-listed applications which do not receive their full complement of two supporting letters of recommendation **by the deadline set by the Fellowships Office** 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

REPORTING

Fellows will be expected to submit an annual report on their activities to the Institute. Within three months of the end of the Fellowship period (i.e., before 1 January 2026), 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 (no more than 12,000 words, including notes). 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 5pm on Tuesday 28th February 2023.