

Postdoctoral fellowship schemes 2017/18 – School of Archaeology

The School of Archaeology welcomes interest from postdoctoral fellowships applicants both within and outside of Oxford. If you are interested in making an application, the first step is to seek a mentor or sponsor who is an academic member of the School. **You must have the agreement of both the mentor and the School in order to make an application.**

It is strongly recommended that you contact the School in good time (**8-10 weeks before funder deadline**) if you wish to make an application to a particular scheme or schemes.

Step 1. Obtaining support from the School

Regardless of any Scheme specific requirements, in order for the School to consider whether the application is something that they will support, all prospective applicants must initially provide (to the administrator@arch.ox.ac.uk) the following information no later than 6 weeks before the Scheme's external deadline.

- a CV
- a summary of the intended project (1-2 A4 pages max)
- details of the funding scheme (or a link to the online details)
- a brief statement of support from the mentor indicating the relevance of the research to the broader interests of the School and their support of the proposal and applicant.
- A list of what is required from the host institution both at application stage (e.g. letters of support and their deadlines) and within the project (e.g. facilities/space/supervision)

The proposal will be considered at this stage by the relevant body within the School. All applications will be assessed on academic merit, the viability of the proposed research project, the extent to which the work fits with existing interests of the research cluster, and the extent to which the research fits within the interests of the School. The School will also consider its research priorities and resource or space implications when reaching a decision. Please note that it may not be possible to support all applications.

Step 2. Completing the applications

The School's finance officer (stephen.hick@arch.ox.ac.uk) will assist in completing the financial information for your application, and you must arrange a time to speak with him about this as soon as possible and before you begin preparing the budget. All external funding applications require the support and approval of both the School and the University's Research Services Office (RSO). Therefore, internal deadlines for **completion** of the application for final approval by the School are usually **at least two weeks earlier than the funder deadline.**

We strongly recommend that you engage your mentor in the application process. You should also visit the relevant section of the funding body's website and regularly check it for any changes to the scheme or the funding rules.

Should you have any queries about any of this, please contact administrator@arch.ox.ac.uk