Pre-recruitment Chairs
Guide for Applicants

PRE-RECRUITMENT CHAIRS: GUIDE FOR APPLICANTS

The pre-recruitment Chair program of the University of Bordeaux aims:
- to contribute to the development of the scientific community of the University of Bordeaux and other partner institutions in strategic fields by supporting **young, high-profile international lecturer-researchers** in setting up research teams to develop their own project within one of Bordeaux's laboratories;
- to boost the **attractiveness of teaching and research careers**.

Applications are open to specific fields (the descriptions of the identified positions will be published with the opening of the call for applications).

This scheme aims to facilitate the **recruitment of young lecturer-researchers** on the basis of job profiles pre-identified by the institution in emerging and highly multidisciplinary disciplines or where there are strong international stakes. The scheme is part of a **talent management policy** shared with partner institutions, particularly research organizations. Synergies with the systems of these organizations, whether ATIP-Avenir or "Inria Starting Faculty Position", will be sought.

In this pre-recruitment chair system, the successful candidate will first be recruited on a fixed-term contract as a lecturer-researcher, during which his/her work will be monitored and evaluated according to the criteria defined during recruitment. The success of the evaluation could lead to a statutory lecturer-researcher position via the standard recruitment procedure (competitive procedure).

Candidates for the Chair are also encouraged to apply for other French and international funding that can be combined with the funding from the University of Bordeaux (ERC, ATIP-Avenir, ANR JCJC, etc....).

Duration

The chairs will be funded between **three and five years maximum**.

The chairholder will be first recruited on a fixed-term contract for a period of up to a **three-year fixed-term public-law contract renewable two years** after successful evaluation. According to the background of the applicants, the period could be reduced (3 + 1 years; 2 + 2 years, etc …). As this is an attractiveness scheme targeting the teaching and research profession, a teaching service with a minimum of 64 hours per year may be requested. In some specific cases, the teaching valency may be partly replaced by scientific expertise or mediation work.

Funding

The funding will include the **PI salary[1] and a part of the budget will be dedicated to the project** (investment, running cost and eventually Human resources cost). The project related costs may be financed either within the framework of this programme or through external funding (regional chair, Atip Avenir) depending on the recruitment situation. Project related costs could be up to 200,000 euros on average for 5 years.

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[1] The gross annual salary scale for this position will be between €26,400 and €32,400 (step 1-3 of the salary scale for Lecturers), depending on experience.

Eligibility criteria

Eligible candidates are researchers meeting the following criteria:

- The candidate for the chair must have obtained his/her **PhD** (or equivalent) **between 2 and 8 years** prior to the time of application (reference date: the closing date of the call)*;

- **2 years** of **international** (minimum) **experience** (doctoral, post-doctoral level). In the case of a candidate already in Bordeaux laboratories, he or she must have been at the **Bordeaux site for less than 18 months** (reference date: the closing date of the call)*;

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* These periods may be extended, upon duly justified request (all supporting documents must be attached to your application file), for the duration of the following leaves:
↳ maternity leave(s)
↳ adoption leave(s)
↳ paternity leave(s)
↳ sick leave(s) of more than 36 days
↳ parental leave

- Outstanding scientific record (publications, patents, etc.);

- Applicants must be supported by a local host laboratory and an education unit from the University of Bordeaux.

Application

Applications are open to specific fields. Candidates will have the opportunity to submit an application for the chair via the application platform (https://aap.u-bordeaux.fr).

N.B. : The evaluation process will involve international reviewers.
<u>All documents must be written in English</u>

In order to submit your application, please follow these steps:
1. Contact the director of the department or the laboratory that will host the chair. The director of the host laboratory must guarantee that the chair holder will be supported throughout the duration of the project, in particular regarding the infrastructure, equipment and services necessary to implement the research project and the administrative management of the project.
2. Contact the director of the education unit. The candidate should have his/her support.
3. Prepare your application by downloading application documents templates (Documents A, B and C) from the website or the online application platform.
4. Once all the requested documents are completed, go to online application platform and log in or create an account.
5. Once logged in, fill in the *application form* (see details below).
6. Attach the requested documents in the indicated formats. All documents must be uploaded in order to validate the application. Incomplete applications will not be considered.
   - *Document A*, or Research and teaching proposal document (in PDF format).
   - *Document B*, or Project budget document (in PDF format).
   - *Document C*, or Ethical issues document (in PDF format).
   - A *letter of support from the Director of the host laboratory* (in PDF format).
   - A *letter of support from the Director of the education unit* (in PDF format). A co-signed letter by the 2 directors is accepted.

- A *short CV* with the names and addresses of *3 referents*, 3 pages max. (in PDF format).
- The *major achievements track-record*, 3 pages max. (list of major publications, patents and other scientific communications and awards, in PDF format).
- A scanned copy of the *PhD certificate* clearly indicating the date of award/defence (in PDF format).
- A scanned copy of the *ID Card*.
- *Signed letters from the referents* mentioned in your CV (in PDF format). Reference letters may be submitted electronically by the candidate with the other application documents, or be sent by the referents directly to the address indicated at the end of this document before the application deadline.
- ** if applicable, any official document justifying a waiver of the period between the date the doctorate was obtained and the closing date of the call for applications and/or the period of presence on the Bordeaux site*

7. Validate your application.

The candidate should verify the comprehensiveness of the information and documents submitted before validating the application. If you experience any problems during the application process, please contact us.

The *application form* containing administrative information related to the project and to the host institution and laboratory should be filled in online at the beginning of the application process. Please note that a short and non-confidential abstract is requested at this step.

The **Research-*teaching proposal*** (*Document A*) should not be longer than 20 pages and must contain:
- Project title (non-confidential). The title should be no longer than 200 characters (spaces included) and should be intelligible to a non-specialist in your field. In the course of the evaluation procedure, the non-confidential title of your proposal may be communicated to potential remote experts.
- Project acronym. It should be of no more than 20 characters (use standard alphabet and numbers only).
- Keywords. Free text keywords that you consider best to characterize the scope of your research proposal (5. max).
- Host laboratory. Research structure hosting the project (EA, UMR, UPR, USR, etc.).
- Short description of the project (non-confidential). Describe the specificity of the project in a single sentence. The non-confidential short description of the project may be communicated to potential remote experts and used for internal and external communication purposes.
- Abstract. This abstract (2 pages maximum) should provide a clear understanding of the objectives of the research proposal and how they will be achieved. In the course of the evaluation procedure, the short and non-confidential abstract of your proposal may be communicated to potential remote experts.
- Project description:
  - State of the art. Current state of research in relation to your proposed project, specifying how the project will bring innovation to the research area; underlining its timeliness, scientific, technological and socioeconomic impacts.
  - Project objectives. Describe the proposed project objectives against the background of the state of the art in the scientific field. Relevant bibliographical references should be provided as a list at the end of the proposal.
  - Research approach and method. For each objective, explain the methodological approach that you will adopt and describe any technique, method or analysis that you will apply.

- o Work schedule. Provide a detailed work schedule giving an account of the steps and milestones planned during the funding period which can help to assess the project progress.
- o Project implementation. If any prerequisites have to be met for the conducting of the project, give details in this part. You can also specify the infrastructure that will be needed.
- o Integration of the research project in the host laboratory/department and expected impacts. Describe how your projects will participate in the development of the scientific priorities of the host department and the expected impacts.
- o Integration of the research project in the local environment. Describe how your project will participate in the development of the scientific priorities of the host department and of the local environment.
- o Expected outcomes/impacts of the project. Describe in what scientific fields and economic, social or cultural field project results may have an impact, in the short, medium or long term.
- o Ethical issues. If relevant, indicate how you plan to deal with the ethical issues of your project, in order to comply with EU regulations (and fill in the report on ethical issues in Document C).
- Cooperation partners. Name all of the partners involved in the implementation of the project (name, university/institution). Please specify the objective and specific tasks to which each one of them would contribute.
- Miscellaneous. Any information that can clarify your project and help in the evaluation of your application.
- List of references. Bibliographic references cited in the project document.
- The Teaching proposal (second part):
  - o Teaching activities: describe the teaching provided, specifying the year, location, level, course content and the hourly volume;
  - o Supervision: describe the co-supervision of undergraduate, graduate or thesis work;
  - o Teaching project: describe your teaching project objectives and its operational integration into the education structure;
  - o Associated administrative and collective responsibilities: if applicable.

The **Project budget** (*Document B*) should explain and justify any budget items that may not be clear or that may raise questions, and outline the relation between budget items and project objectives, tasks and milestones as described on your proposal.

The **Ethical issues** document (*Document C*) contains a self-assessment and a description of the ethics issues associated to the proposal, and the procedures that will be implemented to deal with them. Please specify as well any authorization or permission you or the host laboratory already have for the proposed work).

> ***Document A, B and C are available for download in the documentation section of the University de Bordeaux website or in the online application platform.***
> ***<u>Their use is mandatory</u>.***
> ***If you experience any problems working with these documents, please contact us.***

Evaluation process

Evaluations will be made on the basis of international criteria of excellence and in accordance with the French selection process of a lecturer-researcher position.

Applicants will be evaluated according to the following criteria:
- The matching profile to position;
- Scientific career, achievements and international recognition;
- The applicant's scientific project and its relevance to the scientific, innovation and pedagogical priorities of the site, taking into account the strategic priorities of the institution;
- Capacity to acquire additional funding;
- Perspectives in terms of the applicant's integration on the Bordeaux site in the medium and long term;
- Teaching ability.

The Review process will consist of two phases conducted by a selection committee:
- After verification of eligibility, the project will be submitted for the opinion of international experts on which the selection committee will be able to rely.
- The candidates pre-selected on the basis of their application by the selection committee will be invited to come to Bordeaux for an interview conducted by the committee. The committee will in particular have to evaluate the candidate's abilities to teach, to raise funds and to integrate into the Bordeaux campus.

Provisional calendar*
- January 10th 2022: start of the application process.
- February 22th 2022: deadline for applications.
- June 2022 (provisional): interview of selected candidates.
- July/September 2022: communication of results

*any change of the provisional calendar will be announced on the dedicated web page.

Chair holder commitments
If awarded a pre-recruitment chair, the researcher undertakes to:
- Provide teaching hours but will have a reduced service to enable him/her to develop his/her project and facilitate the search for funding (64 hours/year minimum or 1/3 of a full service).
- Submit a project to the ERC or another similar competitive source of funding within the first two years.
- Produce a scientific and financial activity report every year.
- Submit an application for qualification (if it is not already done so);
- Take part in the academic life of the local community (training and education, conferences, seminars, etc.).

Contact
If you have any questions or need help to submit your application, visit the dedicated webpage https://www.u-bordeaux.com/Research/Join-us/Opportunities/Pre-recruitment-chairs and feel free to contact the person in charge of the implementation of the program at chaire-pre-recrutement@u-bordeaux.fr.

2022 PRE-RECRUITMENT CHAIRS PROGRAM
Procedure summary

Steps of the selection procedure	Framework for the evaluation
Eligibility Checked by the program management team **Processing time:** one week after the deadline for application	**Main criteria** • Doctorate obtained between 2 and 8 years • A two years of international (minimum) postdoctoral experience and no more than 18 months working in Bordeaux site • Outstanding scientific record (publications, patents, etc.) • Local support
Evaluation Conducted by a selection comity with advice from international experts **Processing time:** 3 months after the deadline for application	**Main criteria** • CV and track-record • Proposed research and teaching project • Potential for acquiring other funding within 2 years • Sustainability perspectives for the research subject
Interview Conducted by a selection committee (local scientists and external experts) **Processing time:** 4 to 8 weeks after the end of evaluation process	The best-ranked candidates from the evaluation carried out in the previous step will be invited for interviews in Bordeaux
Granting Conducted by the program management team **Processing time**: 8 days for the candidate to accept the chair	Selected candidates will be invited to accept the chair and to define the start date of the project