

Cancer Council SA

Peter Nelson Leukaemia Research Fellowship

Request for Applications

Position description and person specification

Position	Research Fellow
Term of appointment	3 years FTE
Closing Date	5 th October 2018
Application Requirements	Covering letter addressing all selection criteria Curriculum Vitae Referees Research project proposal Support from institutional head
Further Information	Ms Alana Sparrow General Manager - Services, Research and Public Policy Cancer Council SA 08 8291 4150 asparrow@cancersa.org.au

Cancer Council SA:

- Has worked resolutely since 1928 to defeat cancer in this state
- Is the state's leading independent, cancer-related non-government organisation, dedicated to reducing the impact of cancer for all South Australians
- Invests in three main strategic objectives: research, cancer prevention and cancer support
- Is uniquely positioned as a resource for action and a voice for change in the fight against cancer
- Is committed to The National Principles of Volunteer Involvement and Management
- Maintains a non-smoking workplace and provides assistance with quitting
- Requires employees and volunteers to promote cancer-preventing healthy lifestyle practices and behaviours, as outlined in organisational policies.

Overview of role and objectives

The Peter Nelson Leukaemia Research Fellowship Fund was established by Marjorie Jackson-Nelson AC, CVO, MBE—the Lithgow Flash and former Governor of South Australia—in memory of her husband, Australian Olympic cyclist, Peter Nelson who passed away from leukaemia.

The Fund was established to support mid-career researchers, in an accredited research department, to undertake research into the diagnosis, cause or treatment of leukaemia, with the goal of finding a cure for this strain of cancer.

Over the past 30 years the Peter Nelson Leukaemia Research Fellowship Fund has supported nine talented researchers in their work towards a cure for leukaemia.

The Peter Nelson Leukaemia Research Fellowship package is for three years depending on annual reports of satisfactory progress and is awarded on a competitive basis, to scientists working in South Australia. The merit of the research project, the researcher's track record and evidence of support from the relevant host institution form part of the selection criteria.

The funding scheme aims to provide financial support through a package of \$100,000 per annum for three years for a full-time position, with the value of the award adjusted pro-rata.

The scheme will only support leukaemia researchers who can bring matched funding, which is an essential component. Matched funding can be from multiple sources. In-kind support will not be considered.

Applications for the Peter Nelson Leukaemia Research Fellowship are invited from researchers involved in any aspect of leukaemia research.

The successful applicant for the Peter Nelson Leukaemia Research Fellowship will have up to ten years post-doctoral experience or equivalent, be involved in leukaemia research, have published in the scientific literature and be able to demonstrate support from the South Australian institution where the proposed research is to take place.

SELECTION CRITERIA

Selection will be based on the applicant's research track record, the scientific merit and ethical acceptability of the research project, and its relevance to research in leukaemia.

Applicants will be assessed against the following selection criteria:

Research output, career development and leadership = 50% (1000 words max)

Applicants should describe their current performance and future plans in relation to:

Research output:

- overview of track record including receipt of peer reviewed funding, awards and prizes

- research success relative to opportunity
- publication track record in peer reviewed journals – listing 5 most significant publications, papers, reports or other contributions over the course of career
- demonstrated upward trajectory for research output
- conference attendance and invitations to present.

Overall impact of their research to date:

- demonstrated contributions to research translation and an indication of how the research findings from this Fellowship will be translated
- development of any intellectual property
- development of any commercialisation activities (this could include pharmaceuticals, diagnostic tests, medical devices, granted/or lodged patents etc.)
- contribution to clinical or public health policy and practice or health services development.

Research leadership:

- international and national recognition to field of research
- plans to build or further strengthen a research team
- research supervision, mentoring and training, including availability of mentoring plans for those under their supervision.

Professional contribution = 10% (500 words max)

Applicants should describe their current performance and/or future plans in relation to:

- peer review contributions to grant schemes
- peer review contributions to journal publications.

Strength of research team, collaborators and environment = 10% (500 words max)

Applicants should describe:

- the track record of their current research team
- their collaborative relationships with other researches (local, national and international)
- skill mix and roles of the team in which they will work
- access to research infrastructure and environment
- access to partnerships for research translation.

Consumer and community engagement = 10% (500 words max)

Applicants should describe their:

- track record relating to Consumer and Community engagement activities associated with health research, practice or policy
- capacity to act as an ambassador for the Peter Nelson Leukaemia Research Fund
- Consumer and Community engagement strategy associated with this Fellowship.

Research proposal = 20%

Applicants are encouraged to include in their research proposal details outlining:

- Research vision, including for the term of the Fellowship
- proposed research objectives and plan including a clear timeline of expected achievements

- the innovative quality and competitiveness of the research
- expected outcomes of the research
- importance to cancer control
- appropriateness for developing the applicant's ability to perform original, independent self-directed research
- role of key team members
- references (max 1 page).

BUDGET

Applicants must provide a detailed budget which clearly details expenditure associated with this Fellowship. Funding provided will apply for the duration of the Fellowship. The budget must include a breakdown of Peter Nelson Leukaemia Research Fellowship funding and the additional matched funding, along with a clear description of how all funding will be utilised.

ASSESSMENT

A peer-review assessment process will be used and applications will be ranked independently against the selection criteria. The highest ranked applicants will continue to interview, which will be approximately 45 minutes in length. The panel will make recommendations to the Research Committee and Chief Executive who will approve the final appointment. Cancer Council SA reserves the right to waive the interview process or to make an appointment depending on the applications received. Cancer Council SA reserves the right to remove applications that are clearly non-competitive or do not address the selection criteria. Cancer Council SA reserves the right not to make an appointment.

KEY DATES

Applications close: Friday 5th October 2018.

Outcomes notified: Friday 23rd November 2018.

GENERAL INFORMATION

Changes to applications

Modifications to applications after final submission will not be allowed. Cancer Council SA must be notified of any changes that may impact on the application. If an applicant's employment circumstances change Cancer Council SA must be notified immediately.

Commencement date

Commencement date is negotiable but must be within three months of the formal date of offer.

Curriculum Vitae

A current Curriculum Vitae with publications listed must be provided. Each CV should be no more than eight pages in length and detail:

- a) Present employment arrangements and position;
- b) Relevance of expertise to the proposal, including track record of prior collaboration;
- c) Examples of past grants and publications of relevance to the proposal; and
- d) Names and contact details of three referees.

Eligibility

Successful applicants will reside predominantly in South Australia for the full term of the Fellowship and be employed by a South Australian Institution for the duration of the funding period.

Eligible applicants will usually have a PhD or equivalent qualification. Others without these qualifications may be able to demonstrate an equivalent track record through evidence of postgraduate training, peer-reviewed publications, grant acquisitions and other achievements.

Ethics, compliance and safety approvals

If ethics approval is required to be able to undertake the research project, evidence of approval from a relevant South Australian Research Ethics Committee must be provided to Cancer Council SA prior to the payment of funds.

If compliance or safety approvals are required, evidence of approval from a relevant South Australian authority must be provided to Cancer Council SA prior to the payment of funds.

Final decisions on funding

The final funding decision will be made by Cancer Council SA.

Funding available

A three-year term payment at up to \$100,000 per annum is available for a full-time role, with the value of the award adjusted pro-rata.

The funds offered will not be supplemented. No additional claims may be made on Cancer Council SA to extend awarded packages, such as claims for salary on-costs. Funding provided will apply for the duration of the Fellowship.

Amounts granted are exclusive of GST. All other conditions of employment will be met by the supporting Institution.

Other conditions of the Fellowship are: -

- The appointment is NOT renewable
- Commencement date is negotiable
- The Fellowship is awarded on the condition that your institution administers the grant
- Any top up of salary is an agreement solely between yourself and your institution

- The Fellowship will be paid each year in four instalments on receipt of a tax invoice from the administering institution. The payments will be made in arrears.
- The Fellowship is awarded to enable a Fellow to work at a specified institution and department. In the case of a Fellow moving departments or institutions you must advise Cancer Council SA in writing immediately. Although Cancer Council SA will generally approve transfer to another institution or department within South Australia, it reserves the right not to continue funding the Fellow.
- A fellow may terminate appointment by tendering in writing, with notice of a minimum of one month.

Media and publicity

Cancer Council SA provides our supporters with information of our current research and successful applicants would be expected to assist with promotion in the community of Cancer Council SA research activities through print media, interviews or other means. We also request that you advise Cancer Council SA, before release, of any media surrounding your research project that has not been developed by Cancer Council SA media and communications team. Cancer Council SA support must be acknowledged in all media promotion of research findings.

Other sources of funding

Funding from further additional sources would be welcomed during the term of the package. Fellows must advise Cancer Council SA of additional funding and be able to demonstrate its complementary value.

Payment of funds

Payments will be made to the South Australian Administering Institution (e.g., Universities) nominated in the grant application and will be paid in quarterly instalments on receipt of a tax invoice.

Referee reports

Applicants must provide contact details of three referees. Please ensure your referees are aware of your intent to apply and they have a copy of your application available when we contact them for a referee report.

Reporting requirements

Cancer Council SA requires an annual report demonstrating satisfactory progress with the research project. This report must be submitted within two months of each yearly cycle of the Fellowship. The Cancer Council SA Research Unit will liaise with researchers to provide further details on reporting requirements.

A final report will be required within two months of the completion of the Fellowship. Cancer Council SA reserves the right to request other research progress reports or financial status. Failure to submit requested reports may make researchers ineligible for further funding. The information provided in reports will be made available to Cancer Council SA senior management and its Research Committee.

Successful applicants

An agreement with successful applicants will be finalised setting out terms and conditions of funding.

Tobacco policy

Funding will not be offered for individuals or institutions that receive support directly or indirectly from, or are involved with organizations that are part of or funded by, the tobacco industry. Applicants are asked to disclose any current or recent relationship with the tobacco industry. Unless counter-evidence is supplied, such relationships will be taken as conflict of interest and render applicants ineligible.

Unspent funds

Unexpended money must be returned to Cancer Council SA.

Research outputs

We request that you advise us and provide a copy of any current or future publications resulting from your research carried out under funding from Cancer Council SA.

INSTRUCTIONS FOR APPLICANTS

Late or incomplete applications will not be accepted.

Application

The total length of the application should not exceed 25 pages including application form, selection criteria (addressed in a separate document), CV and letters of matched funding support. Applications must address each selection criteria.

A signed application must be submitted as one pdf with pages numbered by the closing date to the Cancer Council SA Research and Evaluation Unit breu@cancersa.org.au. An acknowledgement of receipt will be forwarded once received.

To ensure equity for all applications please follow the guidelines below.

Layout

- portrait orientation on A4 paper

Font

- minimum 10 point Arial

Size

The total application should be no more than 25 pages comprising:

- Covering letter
- Application form
- Details of proposed project
- Selection criteria in a separate document

- CV addressing research experience, previous research grants and a list of recent publications and presentations (maximum 8 pages)
- Letters of support and the names and contact details of three referees
- Evidence should be provided that the applicant's Institutional Head is prepared to support the proposed project, and to state that it is compatible with the applicant's interests, capabilities and career development needs and to agree that all other conditions of employment other than those outlined above, will be met by the supporting institution.

Selection

Selection will be based on the applicant's research track record, the scientific merit and ethical acceptability of the research project and its relevance to cancer and the applicant's capacity to act as an ambassador for Cancer Council SA. Interviews may be conducted with short-listed applicants at the discretion of the review panel. Cancer Council SA reserves the right not to make an appointment.