IZAAK WALTON KILLAM MEMORIAL POSTDOCTORAL RESEARCH FELLOWSHIP

Nomination guide for the 2017 competition (application deadline November 18, 2016)

Please enquire with individual departments and units regarding internal deadlines.

Selecting the Nominee

After each department or unit's individual deadline has passed, the department or unit is asked to convene a local committee to review applications received.

The search is for a candidate whose work is beyond "excellent," and whose research is convincingly innovative and ground-breaking. It is crucial not only to assert distinctiveness but also to show the committee at Graduate and Postdoctoral Studies how the candidate's work is exceptional.

Each department or unit at the Vancouver campus may forward **one nomination** (UBC Okanagan may forward **three nominations**) to the Killam Postdoctoral Fellowships and Prizes Committee, via Graduate and Postdoctoral Studies. Most importantly, the committee relies heavily on the department or unit's judgment to best determine the quality of the candidate and the "fit" with the department or unit's research programs.

Departments and units must notify those applicants who are not nominated to Graduate and Postdoctoral Studies of their status in the competition.

Nomination Form

Instead of preparing a covering letter, each department or unit is asked to complete the nomination form, which is available online at http://www.postdocs.ubc.ca/award/killam-postdoctoral-research-fellowship under the Files section at the bottom of the page. The information provided on this form is extremely important to the adjudication committee.

Preparing the Nomination Package

The department or unit should submit its nomination package to UBC Workspace for the nominee. **Please email the Killam Assistant killam.fellowships@ubc.ca if you plan to submit a nomination**, and a folder will be created for your department/unit in Workspace. You will then receive automated instructions for uploading your nomination when you are ready.

The nomination package must include:

1. The nomination form
2. The applicant's materials, including the following items (in the order shown):
   a) the applicant's signed application form
   b) the research proposal (maximum of two pages)
   c) the one page of ancillary materials (if applicable)
   d) the personal statement (maximum of one page)
   e) the one page of special circumstances (if applicable)
   f) the applicant's curriculum vitae from the Canadian Common CV site
      - Health – use CIHR Academic version
      - Science and Engineering – use NSERC Researcher version
      - Social Sciences and Humanities – use SSHRC version
   g) the proposed UBC supervisor's letter of support
   h) three signed letters of reference
   i) all undergraduate and graduate transcripts, degree confirmations, and English translations
   j) confirmation of PhD enrollment and progress (if the applicant has not completed his/her PhD)

Please keep all of the nominee's original documents and envelopes. Should the nominee go forward to the adjudication committee, the original application and documentation will be requested by Graduate & Postdoctoral Studies at that time.

Please note: Please include the reverse side of transcripts when scanning.

Completed nomination packages must arrive in the Graduate and Postdoctoral Studies Workspace Box by **4:00 PM on Friday, November 18, 2016**.

Please direct questions to killam.fellowships@ubc.ca.