IZAAK WALTON KILLAM MEMORIAL POSTDOCTORAL RESEARCH FELLOWSHIP

Nomination guide for the 2019 competition (application deadline November 9, 2018)

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 (G+PS). 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 G+PS of their status in the competition.

A Note about Benefits
Killam Postdoctoral Fellows are entitled to benefits, but it will depend whether or not they receive a stipend from the Killam Trusts. If they do not receive a Killam stipend because they are also receiving a higher valued award (i.e. Banting), then it is the PI's responsibility to ensure they or their unit have the funding to cover these expenses. For more information please consult the *benefits website* and for sample costs please refer to the *benefits cost calculator*.

Okanagan campus

1. **Notice of Intent (NOI) - Friday, September 21, 2018 12:00 PM (noon)**: Applicants must submit a NOI to **pierre.rondier@ubc.ca.** The NOI should include project's title, the name of their supervisor, a brief summary of the program of research (please use UBCO NOI template: [https://ors.cms.ok.ubc.ca/wp-content/uploads/sites/77/2018/08/Killam_ubco_NOI_Template.docx]), and a Vanier-Banting CCV. ORS will use the NOI to determine eligibility and to inform Deans, Associate Deans Research, and support personnel of eligible applicants. **Please note that units will select their best applicant to the UBCO-internal competition.**

2. **Prepare Killam Application - Monday, September 24 to Monday, October 22 , 2018**: Final applicants from each unit work in collaboration with their supervisor on preparing the application and communicate with their Associate Dean Research, or Awards Committee Chair of the Faculty regarding Faculty specific adjudication deadlines. Each school or department will check the application packages for completeness. Applicants will also invite their referees to provide a letter.

3. **Applicant ORS Killam Deadline - Monday, October 22, 2018 12:00 PM (noon)**: Applicants must submit full application to **pierre.rondier@ubc.ca**. Application includes: research proposal; ancillary material (optional); personal statement; special circumstances, a Vanier-Banting CCV; one letter of support from the proposed supervisor, and unofficial electronic transcripts.

4. **Referee ORS Killam Deadline - Monday, October 22, 2018 12:00 PM (noon)**: Referees must submit letters of references to **pierre.rondier@ubc.ca**

5. **ORS Killam Committee Selection - Monday, October 22 to Friday, November 2, 2018**: ORS will convene the Standing Review Committee, chaired by the Associate Vice-Principal Research, to review nominations received and select the 3 UBCO finalists.

6. **Notification of Nominee - Friday, November 2, 2018:** For the 3 selected UBCO finalists, their supervisor, and the Associate Dean Research will be informed. At this time the relevant Associate Deans of Research and/or UBCO school or department will be required to complete the **5-page Nomination Form** for the 3 finalists.

7. **UBC Okanagan Killam Deadline - Friday, November 9, 2018 12 PM (noon)**: Deadline for the relevant Associate Deans of Research and/or UBCO School or Department's Head to submit their completed **5-page Nomination Form** for the 3 UBCO finalists to **pierre.rondier@ubc.ca**

8. **UBC Killam Deadline - Friday, November 9, 2018 4 PM**: Office of Research Services' deadline to forward the nominees' applications to UBC Vancouver for consideration

9. ORS will notify applicants and their supervisors who were not recommended to Graduate and Postdoctoral Studies of their status on Tuesday, November 13, 2018.

Nomination Form

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 is required to submit its nomination package to UBC Workspace for its 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. **Please do not put your Killam Postdoc nomination in your Awards folder.**

If you receive documents in a Word format, please "save as" and select "PDF" from the "Save as type" dropdown menu. If you don't already use Acrobat Pro DC to combine PDFs to make one file, etc., you may download it yourself from the Software Centre on your taskbar:

Open the Software Centre, then find this application: Acrobat DC You need only click where indicated to install it. See UBC IT for more information or help downloading.

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 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, on the Vanier-Banting CCV template, or on one of the below:
- 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)

If the nominee sends you any original documentation, please keep all of the original documents and envelopes. Should the nominee go forward to the adjudication committee, G+PS will request that you send the original application and documentation at that time.

Please note: Please include the reverse side of transcripts, if applicable.

Completed nomination packages must be in the Graduate and Postdoctoral Studies Killam Workspace Box by **5:00 PM on Friday, November 9, 2018**. Please direct questions to killam.fellowships@ubc.ca.

Units from UBC Vancouver that may submit nominations to the Killam Postdoctoral Fellowships competition

Units that may submit nominations to the Fall 2018 Killam Postdoctoral Fellowships competition	
Each unit may submit **one** nomination	

Faculty	Nominating Unit	Unit Code	Website
MEDI	Anesthesiology, Pharmacology, & Therapeutics	PCTH	http://apt.med.ubc.ca/
ARTS	Anthropology	ANTH	https://anth.ubc.ca/
LFS	Applied Biology	AABI	http://awp.landfood.ubc.ca/
APSC	Architecture	SALA	https://sala.ubc.ca/
ARTS	Art History, Visual Art and Theory	AHVA	https://ahva.ubc.ca/
ARTS	Asian Studies	ASIA	https://asia.ubc.ca/
MEDI	Audiology and Speech Sciences	AUDI	http://audiospeech.ubc.ca/
MEDI	Biochemistry and Molecular Biology	BIMB	https://biochem.ubc.ca/
SCIE	Botany	BOTA	https://botany.ubc.ca/
MEDI	Cellular and Developmental Biology	CELL	http://cell.med.ubc.ca/
ARTS	Central, Eastern and Northern European Studies	CENE	www.cenes.ubc.ca
APSC	Chemical and Biological Engineering	CHBE	www.chbe.ubc.ca
SCIE	Chemistry	CHEM	www.chem.ubc.ca
APSC	Civil Engineering	CIVL	www.civil.ubc.ca
ARTS	Classical, Near Eastern, and Religious Studies	CNRS	https://cnrs.ubc.ca/
COMM	Commerce	COMM	www.sauder.ubc.ca
APSC	Community and Regional Planning	PLAN	www.scarp.ubc.ca
SCIE	Computer Science	CPSC	www.cs.ubc.ca
EDUC	Curriculum and Pedagogy	EDCP	www.edcp.educ.ubc.ca
MEDI	Dermatology and Skin Science	DERM	www.derm.med.ubc.ca
SCIE	Earth, Ocean, and Atmospheric Sciences	EOSC	https://www.eoas.ubc.ca/

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ARTS	Economics	ECON	www.economics.ubc.ca
EDUC	Educational and Counselling Psychology and Special Education	ECPS	www.ecps.educ.ubc.ca
EDUC	Educational Studies	EDST	http://edst.educ.ubc.ca/
APSC	Electrical and Computer Engineering	EECE	www.ece.ubc.ca
MEDI	Emergency Medicine	EMER	http://emergency.med.ubc.ca/
ARTS	English	ENGL	www.english.ubc.ca
MEDI	Family Practice	FAMP	www.familymed.ubc.ca
LFS	Food Science	FOOD	www.landfood.ubc.ca/research/food-science-group
FRST	Forest and Conservation Science	FCS	http://fcs.forestry.ubc.ca/
FRST	Forest Resources Management	FRM	http://frm.forestry.ubc.ca/
ARTS	French, Hispanic and Italian Studies	FHIS	www.fhis.ubc.ca
ARTS	Geography	GEOG	www.geog.ubc.ca
ARTS	History	HIST	www.history.ubc.ca
ARTS	Institute for Gender, Race, Sexuality and Social Justice	GRSJ	www.grsj.arts.ubc.ca
SCIE	Institute for Resources, Environment and Sustainability	RMES	http://ires.ubc.ca/
EDUC	Kinesiology	HKIN	www.kin.educ.ubc.ca
EDUC	Language and Literacy Education	LLED	www.lled.educ.ubc.ca
LAW	Law	LAW	www.allard.ubc.ca
ARTS	Library, Archival and Information Studies	LAIS	www.slais.ubc.ca
ARTS	Linguistics	LING	www.linguistics.ubc.ca
ARTS	Liu Institute		see School of Public Policy and Global Affairs
APSC	Materials Engineering	MTRL	www.mtrl.ubc.ca
SCIE	Mathematics	MATH	www.math.ubc.ca
APSC	Mechanical Engineering	MECH	www.mech.ubc.ca

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MEDI	Medical Genetics	MEDG	www.medgen.med.ubc.ca
MEDI	Medicine	MEDI	www.medicine.med.ubc.ca
SCIE	Michael Smith Laboratory	MSL	www.msl.ubc.ca
SCIE	Microbiology and Immunology	MICB	www.microbiology.ubc.ca
APSC	Mining Engineering	MINE	www.mining.ubc.ca
ARTS	Music	MUSC	https://music.ubc.ca/
APSC	Nursing	NURS	www.nursing.ubc.ca
MEDI	Obstetrics and Gynaecology	OBST	www.obgyn.ubc.ca
MEDI	Occupational Science and Occupational Therapy	OSOT	www.osot.ubc.ca
MEDI	Ophthalmology and Visual Sciences	OPTH	www.ophthalmology.med.ubc.ca
DENT	Oral Biological and Medical Science	OBMS	www.dentistry.ubc.ca
DENT	Oral Health Sciences	OHS	www.dentistry.ubc.ca
MEDI	Orthopaedics	ORTH	www.orthopaedics.med.ubc.ca
MEDI	Pathology/Laboratory Medicine	PATH	www.pathology.ubc.ca
MEDI	Pediatrics	PAED	www.pediatrics.med.ubc.ca
PHAR	Pharmaceutical Science	PHAR	www.pharmsci.ubc.ca
ARTS	Philosophy	PHIL	www.philosophy.ubc.ca
MEDI	Physical Therapy	PT	www.physicaltherapy.med.ubc.ca
SCIE	Physics and Astronomy	PHYS	www.phas.ubc.ca
ARTS	Political Science	POLI	www.politics.ubc.ca
MEDI	Psychiatry	PSYT	www.psychiatry.ubc.ca
ARTS	Psychology	PSYC	www.psych.ubc.ca
MEDI	Radiology	RADI	http://radiology.med.ubc.ca/
MEDI	School of Population and Public Health	SPPH	www.spph.ubc.ca
ARTS	School of Public Policy and Global Affairs	SPPGA	https://policyschool.ubc.ca/

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ARTS	Social Work	SOWK	https://socialwork.ubc.ca/
ARTS	Sociology	SOCI	https://soci.ubc.ca/
SCIE	Statistics	STAT	www.stat.ubc.ca
MEDI	Surgery	SURG	www.surgery.med.ubc.ca
ARTS	Theatre and Film	THFL	www.theatrefilm.ubc.ca
MEDI	Urologic Sciences	UROL	www.urology.med.ubc.ca
FRST	Wood Science	WOOD	http://wood.ubc.ca/
SCIE	Zoology	ZOOL	www.zoology.ubc.ca