Science Policy Secondment Programme for Research Fellows: Guidance Notes

Introduction

The Royal Society has established a new scheme for University Research Fellows and Dorothy Hodgkin Fellows to undertake a policy secondment in a Science Policy environment within a Government department, National Academy or research organisation. Two secondments will be offered to start between October 2017 and March 2018.

The scheme will provide an opportunity for University Research Fellows and Dorothy Hodgkin Fellows who are interested in gaining first-hand experience of working in science policy, and using science and evidence to inform policy advice and decision making.

The scope of the activities during the secondment will be agreed between the Research Fellow and the relevant host organisation; however, you will have the opportunity to:

- Receive first-hand experience of how scientific research and other evidence inform the policy making process
- Develop networks with policy organisations and officials in areas allied to your research interest
- Network with thought leaders in research, industry and policy
- Develop your understanding of potential routes to achieving research impact

Eligibility

University Research Fellows and Dorothy Hodgkin Fellows applying to this scheme must have already completed the first year of their fellowship at the time of application. Normally those with less than 18 months left of their fellowship at the time of application are not eligible to apply.

Start Dates / Duration

The secondment will last for a period of up to three months on a full-time basis or may be taken on a part-time basis over the course of nine months (expect a minimum of two days per week for a maximum of nine months; this can be discussed further). The secondment will be available to start between October 2017 and March 2018.

Fellowship extension

University Research Fellows and Dorothy Hodgkin Fellows undertaking this secondment will be able to extend their fellowship by the period of the secondment (up to a maximum of three months).
Support costs

During the period of the secondment, Research Fellows will continue to be funded by The Royal Society. Applicants may request travel and subsistence costs of up to £3,000 based on location and proximity to host organisation.

Organisational Support

Applications must be discussed and approved by your Head of Department before submission. It is the responsibility of the applicant to ensure that approval has been granted before commencing the secondment.

Final Reports and Presentations

The Research Fellows will be required to complete and submit a final report at the end of their secondment and may be asked to give a presentation and/or public talk as well as writing a blog post for the Society during their secondment.

Termination

If you wish to terminate your secondment before the agreed end date, you must discuss this with the host organisation and inform The Royal Society of the decision.

Application Process

The deadline for applications is 27th March 2017. Applications will be reviewed by the Royal Society and the host organisation and a decision will be made by the end of June 2017.

Contact

Should you have any further questions please contact Ben Cunningham, Grants Scheme Manager on ben.cunningham@royalsociety.org or Kelly Chaplin, Science Policy Programme Co-ordinator on kelly.chaplin@royalsociety.org

Applications questions are listed below
Application questions

<table>
<thead>
<tr>
<th>Category</th>
<th>What you are asked to provide</th>
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<tbody>
<tr>
<td>Personal details</td>
<td>Title, First Name, Surname, Email, Phone no.</td>
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<tr>
<td>Institution</td>
<td>Organisation, Department, Address</td>
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<tr>
<td>Fellowship information</td>
<td>Name of your fellowship, and the start and end dates of your fellowship.</td>
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<tr>
<td>Areas of expertise</td>
<td>A list of any subjects related to your research that you would be willing to comment or respond to questions about if an ‘expert’ opinion were required</td>
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<tr>
<td>Previous science advice or science policy interaction</td>
<td>Details of any relevant previous science communication experience and science policy work</td>
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<tr>
<td>Statement of interest</td>
<td>Brief statement outlining why you would like to take part in this programme, including how this will support your career development</td>
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<td>Areas of Policy interest</td>
<td>Statement of particular areas of policy you find most interesting</td>
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<tr>
<td>Preferred start date of secondment</td>
<td>An estimation of your preferred start date (Please select a date between 1 October 2017 and 31 March 2018)</td>
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<tr>
<td>Full-time (over three months) or part time (over nine months)</td>
<td>Whether you would prefer a full-time or part-time secondment</td>
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<td>Head of Department’s Approval</td>
<td>Confirmation that you have approval from your Head of Department</td>
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