

CALL FOR APPLICATIONS (F)

POSTDOC-GRANTS 2019

FOR WOMEN JUNIOR SCIENTISTS

APPLICATION DEADLINE | 15 SEPTEMBER 2019

The University Executive Board awards a postdoc grant to support female junior scientists and academics. Duration of funding period: 18 month,
Amount of the grant: 2,400 € per month

Funding Line 1: Application for the grant in the form of bridge financing/ start-up financing in the postdoc phase.

Funding Line 2: Application for the grant in the form of a degree completion grant (Habilitation).

The conditions of funding and further information can be found on the website of the Committee for Research and Junior Academics.

Contact in Department 2:

Dr. Anke Backer, Tel.: 05251 60-2563

Email: backer@zv.upb.de

Katharina Patz, Tel.: 05251 60-5216

Email: katharina.patz@zv.upb.de

**We are looking forward to
your Application!**



CALL FOR APPLICATIONS POSTDOC GRANTS FOR WOMEN JUNIOR SCIENTISTS AND ACADEMICS PADERBORN UNIVERSITY – 2019

The University Executive Board awards a postdoc grant to support female junior scientists and academics. The aim of the programme is to enable talented women scholars and researchers to pursue a successful career in research and teaching after completing their doctorate.

The grant offer comprises two funding lines:

Funding Line 1

Application for the grant in the form of bridge financing / start-up financing in the postdoc phase. Applications are open to female junior scientists and academics who are pursuing a leadership position in academia or science and who want to conduct a research project in cooperation with scholars and scientists at Paderborn University and raise external, third-party funding in this connection. The grant holder can undertake teaching duties in her field of research (two weekly hours per semester).

Funding Line 2

Application for the grant in the form of a degree completion grant. Female junior scientists and academics are eligible to apply if they are pursuing a leadership position in academia or science and want to use the funds as a degree completion grant for the purpose of completing a postdoctoral dissertation/project.

The duration of the funding period is **18 months**. The financial support is provided in the form of grants. There is no entitlement to these grants. The amount of the grant is **2,400 EUR** per month (plus a child allowance, if eligible).

The following documents must be enclosed with the application:

- CV, including comprehensive information on the applicant's academic career and key areas of research
- Doctoral degree certificate
- List of publications
- Information about the research project/habilitation (generally comprehensible presentation in no more than 15 lines); presentation of the state of research; task definition and own preparatory work for the proposed project; timetable and description of the research objective to be achieved in the funding period (max. 10 pages).
- If applicable, information on the assumption of individual courses of the respective faculty in the scope of 2 semester hours per week (funding line I).
- A letter of reference from the supervising university instructor and letter of reference from an external scholar or scientist from the immediate field of the research project or postdoctoral dissertation/project
- Reprints of the applicant's most important publications (max. five) – if available
- A copy of the dissertation should be readily available at short notice upon request
- Commitment by the respective faculty to use the infrastructure
- Declaration of consent to data processing (originally signed by the applicant)

Applications must be submitted to the Paderborn University Central University Administration, Department 2, in electronic form as **one single complete PDF file**.

For more information, please refer to the Guidelines for Postdoc Grant and Scholarship Awards at Paderborn University: <http://www.uni-paderborn.de/universitaet/fk/>.

Application deadline: 15 September 2019	Start of Grant funding: 1 December 2019
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For further information, please contact the Central University Administration, Department 2:
Dr. Anke Backer, phone: +49 (0)5251 60-2563, email: anke.backer@zv.upb.de /
Ms. Katharina Patz, phone: +49 (0)5251 60-5216, email: katharina.patz@zv.upb.de

Guidelines for Postdoc Grant and Scholarship Awards **(dated 30-07-2019)**

I General Information

At least one postdoc grant can be awarded each year to support and promote female junior scientists and academics. With this grant programme, the University Executive Board aims to enable talented women scholars and researchers to pursue a successful career in research and teaching after completing their doctorate.

The grant offer comprises two funding lines:

Funding Line 1

Application for the grant in the form of bridge financing / third-party start-up financing in the postdoc phase. The grant holder can undertake teaching duties in her field of research (two weekly hours per semester).

Funding Line 2

Application for the grant in the form of a degree completion grant for the purpose of completing a postdoctoral dissertation/project.

The decision to award the grant is taken by the Executive Board upon the recommendation of the Committee for Research and Junior Academics.

The duration of the funding period is generally 18 months. The approval of the grant is subject to the proviso that appropriate budget funds are available for the grant period. The financial support is provided in the form of a grant. There is no entitlement to this grant.

Furthermore, the holder of the grant may extend the maximum funding period by up to 12 months if she lives with her child/children in a household at the time the grant period commences and if at least one child is under 12 years of age. This also applies if the first child is born during the scholarship period.

The application for the extension needs to be submitted 6 months before the end of the funding period.

Part-time grants can be awarded upon application in order to give the grant holder the opportunity to devote time, in addition to her academic work, to caring for her children or family members due to age or illness. The duration of the grant is extended in alignment with the reduction of the grant.

II Reporting Obligations

After the end of the funding period, the grant holder is requested to submit a results report to the Research Committee on the current status of the funded research project or submitted postdoctoral dissertation/project and to present the future prospects and outlook.

III. Eligibility to Apply

Female junior scientists and academics who have completed their doctoral degree studies with the “*magna cum laude*” level of distinction or higher are eligible to apply. The intended research project must be conducted in cooperation with other women scholars and scientists at Paderborn University (Funding Line 1).

IV. Amount of Grant

The grant is in the amount of **2,400 EURO** per month (maximum amount).

The grant holder shall receive a child allowance in the amount of a lump sum of 400 EUR/month if she has to support at least one child under 18 years of age. This amount is increased by 100 EUR per month for each additional child. If the spouse or civil partner of the grant holder *receives a grant or scholarship in accordance with these guidelines or receives funding or benefits in accordance with other regulations whose objectives correspond to those of statutory study/educational grants or these guidelines, the family allowance can only be granted to one parent (notification obligation)*. The child allowance is paid starting from the month in which the entitlement arises.

The grant holder must proactively inform the University about benefits she receives under the German Federal Parental Allowance and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz) and the state laws on child-raising allowances; such benefits will be credited against the scholarship.

The financial support is provided in the form of a grant. There is no entitlement to this grant.

The grant is financed from the Fund for Financing Research Project Measures.

Receiving the grant does not establish an employment relationship; it does not constitute remuneration within the meaning of the German Social Security Code (Sozialgesetzbuch).

V. Application Modalities

The call for applications for the grant is issued by the Paderborn University Committee for Research and Junior Academics and is announced on a university-wide level. The application must be submitted to the Paderborn University Central University Administration, Department 2, in electronic form.

The description of the research project or postdoctoral dissertation/project must be readily understandable and concise. The application may be written and submitted in either German or English.

If an application is written and submitted in English, the applicant is expected to make an effort to learn (more of) the German language for the purposes of better integration. The application should not exceed 10 pages. Please indicate if you have applied for the grant before and this is a repeated application.

Applications that do not meet the formal requirements will not be considered.

VI. Application Requirements

As a rule, applications must be submitted in September of the respective year (please note the current deadline for submissions) to the Paderborn University Central University Administration, Department 2, in electronic form.

Please structure your application as follows:

- CV, including comprehensive information on the applicant's academic career and key areas of research
- Doctoral degree certificate
- List of publications
- Information about the research project/habilitation (generally comprehensible presentation in no more than 15 lines); presentation of the state of research; task definition and own preparatory work for the proposed project; timetable and description of the research objective to be achieved in the funding period (max. 10 pages).
- If applicable, information on the assumption of individual courses of the respective faculty in the scope of 2 semester hours per week (funding line I).
- A letter of reference from the supervising university instructor and letter of reference from an external scholar or scientist from the immediate field of the research project or postdoctoral dissertation/project
- Reprints of the applicant's most important publications (max. five) – if available
- A copy of the dissertation should be readily available at short notice upon request
- Commitment by the respective faculty to use the infrastructure
- Declaration of consent to data processing (originally signed by the applicant)

Acceptance of the grant obligates the grant holder to follow the rules of good scientific practice and to inform the Central University Administration, Department 2, of Paderborn University if a career opportunity or follow-up project arises from the funded research project. In addition, the grant holder agrees to participate in evaluation measures.

VII. Revocation of the Grant Award Notice

- 1.) The grant award notice may be revoked in whole or in part at any time, even with retroactive effect, if it becomes evident that the grant holder has not made the necessary efforts to achieve the purpose of the grant and is responsible for those circumstances.
- 2.) If the grant holder postpones or suspends her academic project, she must immediately notify Paderborn University. Payment of the scholarship will then be revoked with effect from the time of the postponement or suspension.



- 3.) The grant may be revoked in whole or in part with retroactive effect if the grant holder
 - a) has obtained the grant by providing inaccurate or incomplete information or has not communicated any subsequent changes that would invalidate the requirements of the grant;
 - b) has not complied with reporting obligations specified in Section II or has not complied with them on time.
- 4.) If the grant is revoked with retroactive effect, the scholarship must be repaid in accordance with the extent of the revocation.
- 5.) The approval of the grant award is subject to the proviso of the grounds for revocation specified in points 1 - 3.
The right of revocation must be attached to the grant award notice.
- 6.) The Executive Board decides on the revocation upon the recommendation of the Committee for Research and Junior Academics. The grant holder is given the opportunity to make a statement beforehand.

Data Protection Notice for Postdoc Grant and Scholarship Awards

This data protection notice provides information on the processing of personal data within the scope of postdoc grants and scholarships at Paderborn University.

By issuing this data protection notice, Paderborn University is complying with its duty to provide information pursuant to Article 13 of the EU General Data Protection Regulation (EU GDPR). With regard to the terms used in the following, e.g. “personal data”, “processing”, “controller”, etc., please refer to the definitions in Article 4 of the EU GDPR.

(1) Information about the personal data we collect and process

As part of the application and selection process for postdoc grants and scholarships at Paderborn University, personal data will be collected from you for the following purposes:

I. For the application, selection and administration

- Name
- Contact data
- Date of birth
- Nationality
- Faculty
- CV
- Doctoral degree certificate
- List of publications
- Information about the research project/habilitation
- If applicable, information on the assumption of individual courses of the respective faculty
- A letter of reference from the supervising university instructor and letter of reference from an external scholar or scientist from the immediate field of the research project or postdoctoral dissertation/project
- Reprints of the applicant’s most important publications
- A copy of the dissertation
- Commitment by the respective faculty to use the infrastructure

II. Additional data for administering and disbursing the grant/scholarship

- Bank account information
- Tax data
- Marital status

III. For statistical surveys

- Anonymised data from Section I

IV. For processing enquiries/requests within the scope of providing advice and assistance

- Email address and/or telephone number, and, if required, name
- Data needed to process the enquiry/request

(2) Legal bases

The collection of personal data within the scope of providing advice and assistance as well as the application for a grant/scholarship is based on the consent of the data subject, pursuant to Article 6 (1a) of the EU GDPR.

The legal basis for processing personal data for the purpose of administering a grant/scholarship as well as the statistical evaluation arises from Article 6 (1a) of the EU GDPR. Grants and scholarships are awarded and administered within the scope of the University's remit.

The legal basis for sending tax disclosures arises from Article 6 (1a) of the EU GDPR in conjunction with the German Transaction Reporting Regulations (Mitteilungsverordnung/MV).

(3) Data transmission

Paderborn University is legally required to transmit data in certain cases.

In accordance with the German Transaction Reporting Regulations (MV), a tax disclosure on payments made in connection with the grant/scholarship is sent to the competent tax authority.

In individual cases, data may also be transferred to third parties in compliance with a legal requirement, for example to law enforcement authorities for the purpose of investigating criminal offences within the extent of the provisions of the German Code of Criminal Procedure (Strafprozessordnung/StPO).

If technical service providers have access to personal data, the access is regulated on the basis of a contract in accordance with Article 28 GDPR.

(4) Duration of processing / deletion of data

Data of applicants whose application is not approved will be deleted or – if the data is in the form of paper documents – destroyed after three months.

Data of applicants whose applications are approved will be deleted/destroyed one year after the end of the funding period.

The registration of the applicants, the research project, the faculty affiliation and information on the selection are kept in the minutes of the selection committee for 10 years and then archived.

Data of applicants pertaining to grant/scholarship payments will be deleted or destroyed 10 years after the end of the funding period.

(5) Contact data

The responsible entity for the grant/scholarship procedure is Paderborn University, a legal corporation under public law funded by the German state of North Rhine-Westphalia. It is represented by the President.



Contact data of responsible entity

Universität Paderborn
Warburger Straße 100
33098 Paderborn, Germany
Tel.: +49 (0)5251 60-0
www.uni-paderborn.de

Contact data of data protection officer

The Data Protection Officer of Paderborn University can be reached by postal mail at the address of the responsible entity listed above or as follows:

Email: datenschutz@uni-paderborn.de
Phone: +49 (0)5251 60-2400
<http://www.uni-paderborn.de/datenschutz>

(6) Your rights as a data subject

As a data subject, you may assert the rights granted to you by the EU GDPR at any time: the right to know if and which of your personal data is being processed (Article 15 GDPR);

- the right to have any inaccurate personal data rectified or incomplete data completed (Article 16 GDPR);
- the right to have your personal data deleted (erased) in accordance with the provisions in Article 17 GDPR;
- the right to restrict the data processing in accordance with the provisions in Article 18 GDPR;
- the right to object to having your personal data processed in the future in accordance with the provisions in Article 21 GDPR.

In addition to the aforementioned rights, you also have the right to lodge a complaint with a data protection supervisory authority (Article 77 GDPR), for example the state commissioner responsible for overseeing the University:

Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen
(State Commissioner for Data Protection and Freedom of Information in North Rhine-Westphalia)
Kavalleriestraße 2-4
40213 Düsseldorf, Germany
Phone: +49 (0)211 38424-0
Email: poststelle@ldi.nrw.de

(7) Validity of this Data Protection Notice

This data protection notice is currently valid and applicable; this version is dated 07-08-2019.

We reserve the right to update this data protection notice to ensure that it is always compliant with current legal, official and regulatory requirements. The further modification of our websites may also necessitate changes to this data protection notice. You can access and print out the current data protection notice at any time on our website at: <http://www.uni-paderborn.de/forschung/fk/>

To
Universität Paderborn
Dezernat 2.2
Frau Katharina Patz
Warburger Straße 100
33098 Paderborn
Germany

Declaration of Consent – Postdoc Grant/Scholarship at Paderborn University

Surname, first name: _____

Date of birth: _____

Department / Faculty: _____

By signing below,

- I hereby confirm the accuracy and completeness of the information provided in my grant/scholarship application and the authenticity of all supporting documents sent in both digital and paper form. I am aware that if any of the information is incorrect or inaccurate, the grant/scholarship can be revoked and any funds already received must be repaid.
- I hereby consent (pursuant to Section 6 (1a) of the GDPR) to having my transmitted personal data stored and processed. I have received and acknowledged the data privacy and protection information provided to me with regard to the awarding of postdoc grants and scholarships at Paderborn University.
- I hereby confirm that I have read and accept the Guidelines for Postdoc Grant and Scholarship Awards (in the version dated 30-07-2019) at Paderborn University.
- I agree (pursuant to Section 6 (1a) of the GDPR) that in the event of a scholarship being awarded, my name, details of my research project and, if applicable, photographs will be published by the university as part of the award of the certificate.

I have the right to revoke my consent to have my data processed at any time, with effect for the future. The lawfulness of the processing of my data until the time I revoke my consent remains unaffected by this. My data will then be deleted immediately and the submitted documents will be destroyed in compliance with data privacy and protection regulations. The data to be legally stored and retained within the scope of the university's duty to produce documentary proof shall not be affected by the deletion. In the event that I revoke my consent, the grant/scholarship applied for may not be awarded or may no longer be awarded.

City, Date

Signature of Applicant

Information about the Declaration of Consent - Postdoc Grant/Scholarship at Paderborn University

Participation in the award procedure for postdoctoral fellowships is not possible without confirmation of correctness and completeness and consent to data processing. There will be no further consequences.

Consent to publication is voluntary. The refusal of consent or its revocation does not result in any disadvantages with regard to the award of postdoctoral fellowships. However, if the selected scholarship holders receive an award, participation in the award ceremony is then not possible.

Please be aware that if personal data is published online, it is possible for any person worldwide to access this personal data - for example with the help of search engines (e.g. Google). It is thereby possible for personal profiles to be created (profiling) through the linking of this information with other data regarding your person that is accessible online. The data can also be used for other purposes. Search engine archiving functions (for example www.archive.org) allow such data to be accessed even when the information has already been removed or edited on the University website.