

Postdoc Network Brandenburg

Guide for applicants

Thank you for your interest in the funding lines within the **Postdoc Network Brandenburg** for postdoctoral researchers. This document contains important information concerning your application for one of our funding opportunities. Please read it carefully before submitting your application.

Applications must be sent in English or German to postdoc-network@uni-potsdam.de. The application deadline is June 30th, 2019 (23:59 CEST).

1) What does the Postdoc Network offer?

The four Brandenburg universities* have founded the **Postdoc Network Brandenburg** (network for the career development of postdoctoral researchers). To work out synergies in the promotion of young scientists the individual strengths of the universities will be used to establish a new model for the promotion of young researchers at state level in line with the state's mandate.

*Brandenburg universities:

Brandenburg University of Technology (BTU) Cottbus – Senftenberg

European University Viadrina Frankfurt (Oder)

Film University Babelsberg KONRAD WOLF

University of Potsdam

The network will provide opportunities for national and international young researchers to further their academic careers by pursuing research projects in their scientific fields at a Brandenburg university of their choice. Fellows will be offered a position at their preferred host university, which will provide an encouraging environment and support them in their research project. Fellows may pursue an individual project or join one of the many existing groups of young researchers. They will receive the opportunity to work in an inspiring scientific environment in the Berlin-Brandenburg region. In addition, fellows have access to professional training and coaching on the development of individual and professional competencies.

The Berlin-Brandenburg region has a leading position in the German and international innovation landscape. The capital region offers young researchers the highest concentration of universities and research institutions in Germany. Universities with a broad variety of research focuses, as well as a large number of external research institutions, are located in the Federal State of Brandenburg. The structure of the Brandenburg scientific landscape, which combines the advantages of a manageable institution size and short distances between research locations with a state-of-the-art research environment, presents excellent conditions for building and extending individual research co-operations and networks.

2) Applicant eligibility

In order to enter the selection process, applicants must meet the following criteria:

- Eligible applicants have a completed research doctorate.
- Applications must be complete (see required documents in Section 3.)
- Applications can be in either German or English.

Women are especially encouraged to apply. Brandenburg universities are family-friendly and offer numerous possibilities of support for researchers with children (e.g. child-care facilities, day-care organized during lectures, conferences, other scientific events, etc.). The universities will be glad to provide more detailed information to applicants if any questions arise.

3) Required documents

Applications (in electronic form, one pdf-document) should include:

3.1 Junior Research Group

- CV
- copies of academic certificates and documents
- list of publications
- list of conducted courses
- list of externally funded projects
- contact details of two potential references
- outline of the proposed research project tailored to the research profile of the chosen university (5 to 7 pages)
- [employer's declaration \(see form\)](#)
- letter of support from the dean of the chosen department of the host university

3.2 Individual Grants – Open Topic Postdoc Positions

- CV
- copies of academic certificates and documents
- list of publications
- contact details of two potential references
- outline of the proposed research project tailored to the research profile of the chosen university (3 pages)
- [employer's declaration \(see form\)](#)
- letter of support from a professor of the selected host university

3.3 How to obtain a supervisor's agreement

Applicants are asked to submit a letter of support from a dean (junior research group) or professor (individual grants) at one of the Brandenburg universities. After you have decided which university's research focus seems to fit best with your research project, get in touch with the professor or research group in the research field you are interested in. Present your research project to the dean or professor whose research you are interested in and ask whether he or she would be willing to act as a supervisor for your fellowship. After you have reached an agreement with a dean or professor in this way, ask him or her for a written letter of support via email.

4) Selection

You will receive an email confirming the receipt of your application and informing you whether it has been found to be complete. You will be informed via email at all relevant stages of the selection process.

4.1 Selection panel

The selection panel consists of 5 members: 4 representatives of Brandenburg universities (one from each of the four universities) and one external expert.

4.2 Steps in the selection process and selection criteria

All applicants that have been deemed eligible are evaluated by the members of the selection panel. Applicants for the junior research group are additionally evaluated by an external reviewer who is an outstanding expert in the applicant's research field.

In the evaluation, merit will be judged quantitatively as well as qualitatively, taking into account the applicant's entire range of knowledge, experience and ability. A ranking list will be composed on the basis of the evaluations. A final selection meeting will take place in Potsdam and will be attended by all panel members in person. The panel will discuss the ranking list and the summary reports. The total of all evaluation points will be the basis for the final selection.

4.3 Selection process timetable

Publication of the call:	May 15 th , 2019
Application deadline:	June 30 th , 2019
Examination of applications for eligibility and completeness:	2 weeks
Review process:	6 – 8 weeks
Selection panel meeting:	planned for the first half of September 2019

Response to unsuccessful applicants: within four weeks after the selection decision

Start of fellowships: September 2019 or later

5.) Contact

For any questions concerning your fellowship application, please contact:

Postdoc Network Brandenburg

Dr. Bettina Buchholz

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