



2019 Visiting Scholars program Applicant Guide

2019 VISITING SCHOLARS

Applicant guide

The University of Bordeaux is opening Visiting Scholars positions within the framework of its Initiative of Excellence (IdEx université de Bordeaux).

The aim of this program is to enable high-level, internationally-reputed scholars to visit the University of Bordeaux or one of the partnering institutions of IdEx université de Bordeaux and develop an academic collaborative project in research, education, or at institutional level.

This program is open to all fields, but particular attention will be devoted to candidates promoting projects:

- that fall within the scientific priorities of IdEx université de Bordeaux, or are at the junction between them;
- that are pedagogically innovative;
- that strengthen collaboration with dedicated partnering universities.

Projects must explicitly address the **impact of the visit in terms of the site's education, research and international cooperation interests**. IdEx université de Bordeaux will only support proposals with clear scientific, academic or societal outcomes (response to high-level international calls for funding, establishment of inter-institutional partnerships and joint Master's or PhD programs, technology or knowledge transfer, etc.).

Projects must be carried out in one of the partnering institutions of IdEx université de Bordeaux.

Duration

In the framework of this program, IdEx université de Bordeaux will finance stays going from 1 to 10 months. The Visiting scholars program does not fund short visits (<1 month).

Visits must be programmed to start between **October 2019** and **August 2020** and run in **consecutive weeks**.

Opportunities for long-term stays are limited in number and will require extensive justification within the proposal, of the need for a long-term collaboration. An interview with the scholar's local contact may be required in order to formalize the expected outputs of the visit in terms of the IdEx université de Bordeaux priorities.

Eligibility criteria

Eligible candidates are fellows meeting the following criteria:

- excellent record of scientific, academic or institutional achievements;
- employed by a non-French institution;
- bearing the title of professor, assistant professor or equivalent in their institution of origin;
- supported by an education or research unit from the University of Bordeaux or one of the IdEx partners;
- proposing a project with a clear impact in terms of the site's education, research and international policy;
- upper age limit of scholars at the moment of the end of the appointment: 65 years.

Funding

Financial support from IdEx universit  de Bordeaux will include the scholar's salary (equivalent to a French professor's salary), as well as travel expenses (round-trip from the fellow's place of residence).

Application

Applications should be supported by a research or education unit from the University of Bordeaux or one of its partners, based on their academic needs and planned research activities. Projects should necessarily include education or outreach activities related to an education unit (*Unit  de formation or UF*) of an IdEx partnering university or school. A letter of support from the director of the host laboratory (research unit or *UR*), or from the person in charge of the education unit (*UF*) must be provided in order to validate the application.

In order to submit your application, please follow these steps:

1. Identify the proper local academic environment for your project. As a starting point, applicants must identify the proper local environment in which they can develop their project, and contact the director of the structure that will host them. The director of the host structure must guarantee that the candidate will be supported throughout the duration of the project, in particular as regards infrastructure, equipment and services as necessary for the conduct of the project, and in its administrative management.
2. Prepare your application by downloading application document templates (Documents A and B) from the website or the online application platform.
3. Once all the requested documents are completed, go to the online application platform and log in or create an account.
4. Once logged in, fill in the administrative form. In the application form candidates are asked to complete administrative information related to the project and to their home and host institutions and laboratories. All the information needed is provided (for information only) in Annex 1 at the end of this document.
5. Attach the requested documents in the indicated formats. Five individual files must be uploaded in order to validate the application. Incomplete applications will not be considered:
 - i. Document A, or Project Proposal document explaining how the project fits into IdEx universit  de Bordeaux's priorities (if appropriate) and providing a list of planned activities (including presentation of the scholar's work at academic events, meetings with doctoral students, graduate and undergraduate teaching, public events, etc.), and expected outcomes (response to high-level international calls for funding, establishment of inter-institutional partnerships and joint Master's or PhD programs, technology or knowledge transfer, etc.) in PDF format.
 - ii. Document B, or Ethical issues self-assessment form contains a self-assessment and a description of the ethics issues associated to the proposal, and the procedures that will be implemented to deal with them. Please specify as well any authorization or permission you or the host laboratory already have for the proposed work (in PDF format).
 - iii. A letter of support from the host education (*UF*) or research unit (*UR*), introducing the candidate and mentioning the importance of the visit in respect to the unit

- objectives, and confirming that it can host the scholar and provide all the necessary resources to conduct the project (in PDF format).
- iv. A short CV, 3 pages max. (in PDF format).
 - v. A major achievements track-record, 3 pages maximum (list of major publications, patents, grants and other scientific communications and awards, in PDF format).
6. Validate your application.

Applicants should verify the comprehensiveness of the information and documents submitted before validating the application. If you experience any problem during the application process, please contact us.

*Document A (Project Proposal Template) and Document B (Ethical issues) are available for download in the documents section of the IdEx universit  de Bordeaux website or in the online application platform. Their use is mandatory.
If you experience any problem during the application process, please contact us.*

Evaluation process

The overriding selection criteria are first the academic standing and achievements of the visitor in terms of research and teaching, and second the potential benefits to the receiving institution in terms of skills and expertise. Application documents, and particularly the letter of support of the director of the host structure, should clearly argue on these points.

The applications will be processed and reviewed by a dedicated committee under the supervision of the IdEx universit  de Bordeaux Management committee, according to the following criteria:

- international recognition of the candidate;
- teaching prospects (in accordance with the call priorities);
- if appropriate, significance of the project considering IdEx universit  de Bordeaux priorities;
- significance of the project considering the site's international policy.

The scholar will be informed directly, by email, about the outcome of the application.

Provisional calendar*

- April 19th 2019: start of the application process.
- May 17th 2019: deadline for applications.
- July 2019: publication of results.
- From October 2019 to August 2020: start of the visits.

*any change to the provisional calendar will be announced on the dedicated web page.

Contact

If you have any questions or need help to submit your application, visit the dedicated web page (<https://idex.u-bordeaux.fr/Visiting-Scholars>) and feel free to contact Vanessa Machault, in charge of the implementation of this program, at the following email address: recruitment@u-bordeaux.fr

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ANNEX 1 - Administrative application form (for information only, the list has to be filled in within the online application platform)

A. General information	
Scholar's personal data	
Family name*	
Family name at birth	
First name*	
Current position*	
Date of first PhD (yyyy/mm/dd)*	
Gender (F/M)*	
Nationality*	
Country of birth*	
Date of birth (dd/mm/yyyy)*	
Country of residence*	
Scholar's contact information	
Current Organization name*	
Laboratory/Department	
Street name	
Number	
Town*	
Postal code*	
Country*	
Phone number*	
Phone number 2	
Email 1*	
Email 2	

B. Project information	
Title of the proposed project*	
Duration of the visit (in months)*	
Host institution (university or other IdEx universit� de Bordeaux partner institution)*	
Name of the host education component related to your activities (<i>Unit� de formation</i>)*	
Name of the host laboratory	
Name of local contact*	
Email of local contact*	
Proposed start date (dd/mm/yyyy)*	
Does the project involve education activities?*	
If Yes, indicate how many hours of courses will be given during your stay	
Does the project involve other type of outreach activities?*	
If Yes, indicate how many hours will be dedicated to these during your stay	
Would you agree to be contacted by the University of Bordeaux in order to participate in outreach activities addressed to a general public (articles, conferences, etc.)?*	
Does the project involve research activities?*	
Does the project benefit from other financial support (please specify if requested or obtained)?*	
During your stay, is your home institution maintaining your salary?*	
Is the proposed visit part of a sabbatical project? *	
Is this project part of an already existing collaboration?*	
If Yes, since when this collaboration last?	
If Yes, have you already come to Bordeaux as a visiting scholar (or another equivalent status)?	
In the past, have you benefited from an IdEx universit� de Bordeaux financial support?*	
If Yes, indicate through which program	
If Yes, please explain briefly the major outcomes of any past project funded by the IdEx universit� de Bordeaux Program	

Fields marked with * are mandatory

The University of Bordeaux is leading the “Initiative of Excellence” program in association with the National Research Council (CNRS), the National Institute for Health and Medicine (Inserm), the University Bordeaux Montaigne, Sciences-Po Bordeaux, Bordeaux Sciences Agro and the Bordeaux Institute of Technology. Other partnering organizations contributing to the Initiative of Excellence are: INRA, INRIA, CEA, IRSTEA, IFREMER and Bordeaux CHU.

Scientific priorities of Idex universit  de Bordeaux are developed by thematic clusters: AMADeUs (Materials of the future), BRAIN (Neurosciences), COTE (Environment and climate), SysNum (Digital systems), LaScArBx (Archaeology), LAPHIA (Optics, Photonics and Lasers), the i-Share Cohort (Public health), TRAIL (Technologies for health), and an applied research institute LIRYC (Cardiology). Please visit <http://idex.u-bordeaux.fr/> for details.

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Appel financ  au titre du Programme d'investissements d'avenir dans le cadre de la convention de d volution IdEx Bordeaux entre l' tat, l'ANR et l'universit  de Bordeaux

En partenariat avec

