

## CALL FOR APPLICATIONS

of March 1, 2018

for funding to recruit top-level international  
women scientists (W3)

from Pact for Research and Innovation resources

Scientific management positions are the defining element of any research institution. As joint appointments with universities, they are also an important link between Helmholtz, a non-university research organization, and its university partners. Within the framework of the Pact for Research and Innovation, the Helmholtz Association is intensifying its efforts to attract excellent women scientists from abroad to these positions. Together with its funding bodies, it is continuing its successful recruitment initiative of recent years.

## A. Goal of the funding

The funding instrument supports the appointment of excellent women scientists at the W3 level, thereby increasing the proportion of women in the upper management levels of the Helmholtz Association. At the same time, the focus on top-level researchers currently working at foreign institutions aims to promote the organization's internationalization. The program's resources create opportunities for financing and equipping the newly recruited scientist and expand the options of the recruiting Helmholtz Centers and partner universities to create additional positions.

## B. Purpose and duration of the funding

The funding volume amounts to €600,000 per scientist per year and increases the basic funding of the recruiting Helmholtz Center. The funding can be used to finance the position and its equipment. A prerequisite for funding is a concept for the use of the funds that details their deployment and, as applicable, additional services provided by the Helmholtz Center and the partner university. The jointly appointing institutions are expressly encouraged to come up with innovative offers to attract the target group (dual career measures, onboarding offers, etc.).

If funding is granted, appointment (presentation of the certificate of appointment) is a prerequisite for transferring funds to the budget of the recruiting Helmholtz Center. The funds are earmarked for this purpose and will be withdrawn if the person leaves within the first program period in which she is recruited (de facto, this is expected to be the program period starting in 2020) and the Center fails to fill the vacancy with a candidate who meets the criteria.

The plan is to recruit up to 9 women scientists within the framework of the program during the current term of the Pact for Research and Innovation, who will be funded under two calls for applications in 2018 and 2019.

## C. Target group and funding criteria

The funding program is aimed at outstanding women scientists who are currently conducting research at foreign institutions. This may also include women researchers of German nationality who have worked abroad for at least the last three years.

The most important selection criterion is the outstanding scientific performance of the applicants (CV, publications, citation index, awards, etc.). Other criteria are:

- Originality of the planned research work
- How well the candidate's research profile fits the applying Helmholtz Center and the research program
- The joint commitment of the Helmholtz Center and the partner university to ensure the successful recruitment and establishment of the candidate. Questions of equipment, but also additional offers (such as dual career measures) and structural concerns (such as support for integration into university departments) are to be taken into account. A declaration of intent certified by the signature of the university management must be attached to the application. The status and further steps in the appointment procedure are also to be described.

## D. Application procedure

The call for research-topic-independent applications will be issued internationally.

The application procedure involves several steps:

1. Interested women scientists should contact the Helmholtz Centers directly and get in touch with the relevant board of directors. Conversely, the Helmholtz Centers are called upon to actively recruit suitable candidates.
2. As necessary, the Helmholtz Centers will make a pre-selection and enter into negotiations with their partner universities.
3. The applications for funding are then submitted to the Helmholtz head office in Berlin via the Helmholtz Centers' boards of directors. Applications sent by candidates directly to the Helmholtz head office will not be accepted.
4. Written peer reviews will be obtained for each application.
5. In the event that the program is greatly oversubscribed, the President reserves the right to make a pre-selection on the basis of the review. Not later than six weeks before the meeting of the selection panel, applying Helmholtz Centers and candidates will be informed of whether their applications will be considered in the procedure's next step.

6. The final selection decision is based on the recommendation of an interdisciplinary panel of experts. Candidates will receive invitations to make a presentation to the panel not later than six weeks before the meeting.
7. Selected candidates must be appointed not more than 18 months after funding has been approved. Otherwise, the funding lapses.
8. Funding will be transferred to the budget of the recruiting Helmholtz Center after a copy of the certificate of appointment and the announcement of the commencement of duties have been submitted to Helmholtz head office. The Helmholtz head office informs the Federal Ministry of Education and Research (BMBF) in a timely manner.

## E. Dates and Deadlines

**July 13, 2018:** Deadline for submission of complete applications by the Helmholtz Centers to the Helmholtz head office in Berlin

**November 12, 2018:** Deadline for submission of the letter of intent by the university to the Helmholtz head office in Berlin

**December 5 and 6, 2018:** Final review panel session in Berlin

**Not more than 18 months after funding approval: Deadline for submitting the copy of the certificate of appointment and start of funding**

## F. Documents to be submitted

### 1. Letter from the Helmholtz Center board of directors (German or English, PDF)

- Strategic importance of the appointment for the Helmholtz Center, suitability for the Helmholtz program, and relevance to the research field
- Resources commitment with reference to the financial plan
- Assignment to a program or defined division into several programs
- Information on the status of the arrangements with the candidate and the partner university

## **2. Documents about the candidate (English; one PDF; no larger than 3 MB)**

- Applicant CV
- Publication list with citation index with the five most important publications highlighted
- Letter of motivation and planned research activities for the first five years
- Financial plan: direct costs for the first five years with annual data on personnel costs, material costs, and investments. No funding will be granted for overheads. In the event of division into several programs, this must be clearly stated in the financial plan.
- Proposal of three independent, scientifically relevant reviewers (see Annex)

## **3. Partner university statement (German or English, PDF)**

- Intended appointment (denomination, integration into the department and any other relevant structures)
- Resources promised, if applicable planned dual career measures
- Appointment procedure outlook

## **4. Recommendation letter from the Scientific Advisory Board of the Helmholtz Center submitting the application**

Single original copies of applications will be submitted by the board of directors of the Helmholtz Center to the President of the Helmholtz Association at the Helmholtz head office in Berlin, Anna-Louisa-Karsch-Str. 2, 10178 Berlin, Germany and transferred by e-mail to Daniel Riesenberg ([daniel.riesenberg@helmholtz.de](mailto:daniel.riesenberg@helmholtz.de)).

The Helmholtz Association websites offer answers to frequently asked questions about the funding program at

[https://www.helmholtz.de/karriere\\_talente/foerderprogramme/](https://www.helmholtz.de/karriere_talente/foerderprogramme/)

## Annex – Selection of unbiased reviewers

Impartiality issues and conflicts of interest may exist in relation to the research project, the candidate, or the current and future research institutes the candidate is associated with. Impartiality issues/conflicts of interest may for example arise if the reviewer:

- is employed by or plays an active role at a Helmholtz Center
- has a family relationship or close personal ties or contacts with a researcher involved in the application.
- is in close current or planned scientific cooperation with a researcher involved in the application.
- has been in a dependent employment or supervisory relationship (such as a teacher-student relationship at any level up to and including the postdoc phase) with a researcher involved in the application within the last six years.
- is preparing a proposal or carrying out a project closely related to the candidate's research topic (direct scientific competition).
- has had a joint publication or been actively engaged in cooperative research efforts with a researcher involved in the application within the last five years.
- has engaged in intensive use of the research center's facilities within the last five years.
- is currently or has been in an employment relationship within the last five years with the respective Helmholtz Center or the current employer.
- is or has been involved in an ongoing or failed appointment procedure with any of the university partners involved.
- has personal commercial interests of relevance to the application.

Please name three potential reviewers and make sure that at least one of them is a female scientist.

Please refrain from nominating only the most prominent scientists in your field of research, as it may be difficult to get an assessment.

Please attach the proposals to the application on a separate sheet with complete contact and address data (including e-mail addresses).

Please disclose possible points of contact with the reviewers and sign to confirm that no potential bias is known.

**If the bias criteria are not observed, we reserve the right to reject applications before any review has taken place.**