

## THE JEAN SHANKS FOUNDATION & PATHOLOGICAL SOCIETY INTERMEDIATE FELLOWSHIP SCHEME GUIDANCE

### GUIDANCE TO APPLICANTS

The Jean Shanks Foundation and the Pathological Society (JSPS) together will award a JSPS Intermediate Fellowship to an academic pathologist (based in UK or Ireland) intent on pursuing a research-orientated academic career in Pathology. The JSPS Intermediate Fellowship is a post-doctoral award of up to 2 years designed to provide personal support for the applicant through buying out 50% of the applicant's salary costs and meeting bench/consumable costs of £15K/year over this period. This scheme is designed to provide protected research time for the applicant to prepare for a Clinician Scientist application from MRC, Wellcome, CRUK etc; increasing the number of academic research-trained senior pathologists in UK and Ireland capable of leading academic development in Pathology in the future.

The applicant must already have obtained a PhD or MD in a pathology or pathology-related research area and have passed the FRCPath Part II examination (or will have passed by the time of taking up the award). The applicant should have the support of an appropriate research group and advisor / mentor.

It is expected that the applicant will spend 50% of the time on research and 50% clinical practice; 50% of salary costs are expected to be provided by the NHS and applicants will need to arrange this with their local Deanery/Department and provide evidence of this support within 6 months of successful interview at the very latest.

Awards must be hosted in a UK or Ireland University or research institute. Applicants should describe an original programme of tissue-based research on a pathological theme.

Awards will be for a maximum of 2 years and will cover 50% of the appropriate salary of the applicant, together with up to £15,000 per year bench/consumable costs.

### **The terms and conditions of the JSPS Intermediate Research Fellowship are as follows:**

1. Applicants must have a PhD/MD and have completed clinical training at the time of taking up the award in either Histopathology or Dental / Oral Pathology. Applicants should have been a member of the Society for at least 12 months.
2. The application form must be submitted no later than 1 October (noon).
3. Grants will normally last for 1-2 years (the length must be specified in the application – allowances are made for maternity and paternity leave) and a one-page report on the progress of the research must be sent to the Deputy Administrator within three months of the completion of each year of the award. **Failure to provide a report will preclude future support in this and other schemes run by the Society.**
4. If possible, the scientific and/or medical data derived from the work supported by the grant should be presented at one of the Society's meetings within 2–3 years of the award. Such data should also be published in primary peer-reviewed journals. Any publications or related presentations at meetings by the recipient emanating in part or whole from the Society's support should be duly acknowledged and copies sent to the Society's Deputy Administrator.
5. The Society will normally withdraw funding if the grant is not acknowledged and accepted within 6 months of the offer.

6. All recipients of JSPS funded schemes are required to attend a national JSPS research scheme progress review meeting and take part in appropriate public relations activities. Online application form and more detailed Guidance Notes for the Intermediate Fellowship Award are available online from the Pathological Society website [www.pathsoc.org](http://www.pathsoc.org) Applications are reviewed by the Research Subcommittee together with discussions with nominees from the Jean Shanks Foundation and external reviewers. Shortlisted applicants will be interviewed and advised of a decision as soon as practicable after interview process. The application form can be downloaded from the Society's website: [www.pathsoc.org](http://www.pathsoc.org)

## **ELIGIBILITY CRITERIA.**

The IF Award is open to post-CCT trainees in histopathology/oral pathology in UK and Ireland who have passed FRCPath part 2 (or will have passed by the time of taking up the award). Applicants must hold appropriate basic registerable medical or dental qualifications and must already hold either a PhD or a MD. Applicants should demonstrate that they have the skills to act as a Principal Investigator / Research Group Leader and the potential to become a leading academic in the field of Pathology and that research will be a major component of their future career.

The application form should be completed with reference to this guidance to applicants. Applications that do not comply with the guidance will not be accepted.

## **Application**

Applicants will email their completed application to Julie Johnstone at the Pathological Society ([julie@pathsoc.org](mailto:julie@pathsoc.org)). In addition to completing the on-line application form, applicants will email:

- Applicant's CV including personal qualities, motivation and potential
- Main advisor's / mentor's CV with description of research group and environment & infrastructure
- Letter from the applicant's Clinical Department/Deanery confirming that 50% of salary costs will be covered by the NHS during the period of the Intermediate Fellowship Award

## **Personal Details**

Please complete these details ensuring that the postal address and email address given are the ones where mail and e-mail are most likely to reach you.

## **Summary of Proposed Research Programme Proposal**

This section should summarise information provided elsewhere in the form. Additionally, 2 primary and up to 5 secondary keywords must be provided.

## **Details of Present Appointment / Employer's Agreement**

## **Curriculum Vitae / Biographical Sketch**

This section should briefly list academic and professional qualifications and employment history. Any gaps in education/employment should be explained.

## **Research Programme Proposal**

All applicants must specify a 2-year programme of research. It is expected that this research will be original, novel, and relevant to pathology. The programme proposal that forms part of the application must address these issues. This should be detailed using the following headings and in no more than **six** pages (in total) using Arial Font size 12: Purpose, Background, Aims, Plan of Investigation, Outline of Methodology & Timescale with milestones, Justification, Previous work of applicant & supervisor, Key References.

The proposed programme of research should be methodologically sound and achievable within the duration of the Award. Attention will be given to the suitability of the advisor / mentor and the host department for the prosecution of the research proposal (with agreement provided by the signature of the Head of Department).

It is the responsibility of the applicant to apply for Ethical Committee approval where this is appropriate. Applicants are advised that this can be a lengthy process. Approval need not necessarily have been obtained at the time of application for the Award but **must** be obtained before the research can begin.

### **Advisor / Mentor**

It is the responsibility of the applicant to identify an appropriate advisor and mentor (which may be two separate individuals or one): generally this should be an individual with appropriate experience and expertise of the topic to be researched and experience in research conduct and supervision.

Generally, advisors and mentors should be members of the same academic university Pathology department or institute or other organisation as the applicant, with experience of, and a track record in, research in the field of interest. Details of the advisor's past research and publication experience should be provided, including higher degrees supervised to completion, research grants obtained in the last 10 years and relevant publications in the last 10 years.

The application form must be signed by the nominated advisor(s) / mentor(s), indicating acceptance of the role and obligations.

### **Proposed time to be spent on clinical activities**

It is expected that the applicant will spend 50% of the time (or 5 Programmed Activities or PAs) on clinical activity. The applicant must provide written evidence of an agreement with the NHS to support this arrangement including coverage of 50% of the applicant's salary costs by the NHS).

These arrangements will normally need to be negotiated between the candidate and NHS authorities. Regardless of the nature of the service commitment retained during the period of the IF award, it may well be desirable for the recipient to retain a base in the appropriate NHS organisation. Applicants should discuss whether they will continue to have access to facilities (eg office space and equipment, secretarial support, post, phone, IT and fax services) within the employing organisation.

### **Value of the Award**

The applicant should detail the value of the Fellowship to themselves and to Pathology in general. In detailing value to themselves, applicants should briefly describe their career aspirations and how a Fellowship will enhance their career plan.

### **Liabilities & Commercial Benefits of the Award**

The host institution will be expected to cover all insurance for any liabilities of the work relating to the Fellowship, such that no claim could be made against either the Pathological Society or the Jean Shanks Foundation. Any commercial benefits that derive from any discovery made during the Award

are to be shared between the host institution, the Pathological Society and the Jean Shanks Foundation.

### **Finance A. Salary Costs**

Fellowships will be for a minimum of one and maximum of two years, with allowances made for maternity or paternity leave depending on the individual's circumstances. The application should detail anticipated gross salary (ie before deductions), including annual increments within the salary band, but making no assumptions for inflationary increases. In addition, appropriate superannuation and NI contribution costs will be paid and the above elements should be listed separately on the form as set out. Full Economic Costing is not payable on these awards. Retrospective application (where the individual has already commenced his/her study) or partial applications (where part funding has been found from other sources) will not be considered.

### **B. Bench Costs**

Appropriate bench costs to support the proposed research will be provided, up to a maximum of £15,000 per annum for up to two years. An indication should be given as to how this money will be spent.

### **C. NHS Costs**

Evidence must be provided for NHS provision of 50% of salary costs (see above).

### **Timelines**

Applications should be emailed to Julie Johnstone ([julie@pathsoc.org](mailto:julie@pathsoc.org)). The deadline for applications is strictly 12 noon on 1 October. Applications received after that time on that date will not be considered.

Applications will initially be screened to see whether they meet the mandatory requirements:

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All applications criteria:

Appropriate professional background

Appropriate professional/academic qualifications

Research programme component specified

Support of employer enlisted

Advisor / Mentor identified

Hosting department identified

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Assessment criteria:

Personal qualities of individual

Advisor / Mentor arrangements

Research programme

Quality of research projects within the programme  
Benefits to individual and to Pathology, to the Pathological Society and to the Jean Shanks Foundation.

Applications will be judged by an evaluation and review process that will focus on:

- Scientific quality - there must be a strong scientific rationale to support the proposed research programme with emphasis on quality, originality and novelty with an appropriate publication track record to support the programme.
- Pathology-relevance - the value to Pathology of the proposed work in advancing the fundamental understanding of pathological conditions or pathological processes.
- The applicant's track record, personal qualities, motivation and potential to produce outstanding results.
- The strength of the applicant's research team, advisor / mentor, research environment and infrastructure.
- The benefits to the individual, to Pathology, to the Pathological Society and to the Jean Shanks Foundation.

This evaluation and review process will involve members of the Pathological Society Research Subcommittee, Finance and General Purposes committee, nominees of the Jean Shanks Foundation and invited reviews from selected external reviewers (coordinated by the Chair of the Pathological Society Research Subcommittee). The applicant will be called to interview if the application is considered to be sufficiently strong enough by the Research Subcommittee and the interview panel may include the above Society committee members, nominees of the Jean Shanks Foundation, external reviewers and/or co-opted experts.

The Pathological Society will administer the financial arrangements of the award. The award will be jointly funded (50:50) by the Pathological Society of Great Britain and Ireland and the Jean Shanks Foundation.

All valid applications will be sent out for peer review and will be considered by a review panel who will take account of reviewers' comments. Candidates may be requested to provide further information at this stage, including any pilot data to support the application and responses to reviewers' comments.

All applicants, whether successful or unsuccessful, will be notified of the outcome by letter (usually sent via email). Feedback to unsuccessful candidates will be given on request, by e-mail, if and only if, the volume of applications is manageable.

Awards may be taken up at any time in the twelve months following receipt of the award. A proposed start date should be given on the Application Form.

Any substantial change to the Fellowship arrangements must be agreed in advance with the Pathological Society who will administer the financial arrangements of the Award.

The completed form should be emailed to Julie Johnstone ([julie@pathsoc.org](mailto:julie@pathsoc.org)).