**PIMS Postdoctoral Fellowship**  

Tips for a successful application

Each fall, the Pacific Institute for the Mathematical Sciences (PIMS) invites nominations of outstanding young researchers in the mathematical sciences for postdoctoral fellowships (PDF) for the following year. Candidates must be nominated by one or more scientists or by a department affiliated with PIMS. As such, the application package for a postdoctoral fellowship is a collaboration between the applicant and their sponsor. The purpose of this document is to provide guidelines which will help both parties to put together a successful application. This document is a companion to the instructions for the application process as listed on Mathjobs.

# Eligibility

Candidates are only eligible to apply for the PIMS postdoctoral fellowship if they have been nominated and expect to have a PhD (or equivalent) by December 31, 2023. There are no other constraints on eligibility. However, the length of time since PhD and the likelihood that the proposed position will expand a candidates’ network will factor into the consideration of the file. Special justification statements should be included as part of the research statement if the applicant plans to either (i) continue to work with his/her PhD advisor, (ii) remain at their current institution (iii) if the time from PhD is longer than 3 years. Applicants are encouraged to provide evidence which would help the selection committee to provide an exception, if warranted.

Research faculty members at Canadian PIMS member institutions are eligible sponsors. Sponsors are expected to be active researchers who can help to extend a PDF’s network and enrich the PDF’s research perspective beyond their PhD studies. If the sponsor nominates a candidate whose fellowship will be held at the same institution where the nominee completed their PhD or previous fellowship, both sponsor and candidate should carefully justify how this will benefit the fellow.

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# Evaluation Criteria

Each application is reviewed and evaluated using the following evaluation criteria: The scientific qualifications of the candidate, demonstrated scientific leadership, the fit between the research interests of the candidate and those of the sponsor, quality of the matching funds, and contributions to equity, diversity and inclusion initiatives.

# Application Documents

The applicant must submit an AMS standard cover letter, CV, research statement, publication list, EDI statement, letter of support from the sponsor and two additional letters of support. In addition the sponsor must complete the sponsor nomination form by December 5. Specific recommendations about preparing the application materials to best meet the evaluation criteria are listed here.

Curriculum Vitae: The CV serves as an executive summary of your accomplishments to date. In addition to education, research and teaching activities, please remember that scientific leadership and contributions to equity, diversity and inclusivity are evaluation criteria. Applicants are reminded to include activities which demonstrate these qualifications in their CV.

Research statement: A successful research statement should be easy to read by a mathematical scientist who is not in your field, should describe your research area and should highlight what your most important research contribution is and why. The best research statements also explain a connection between the candidate and the sponsor, and indicate why the candidate is the best person to carry out the proposed research. There is no page minimum or maximum for the research statement, but 5 pages is suggested as a general guideline.

Equity Diversity and Inclusion (EDI) statement: The EDI statement should highlight your current contributions and/or future plans to advance EDI with attention to your own experiences. Your statement should

* demonstrate your awareness of dimensions of diversity and issues of under-representation in academia,
* summarize your activities which positively impact EDI in academic communities, and
* outline your future plans for education, activism or other engagement.

Applicants are encouraged to explain how the activities they describe impacts their community. Members of under-represented groups may choose to self-identify if they wish and may include role-modeling and/or representation as a significant contribution to EDI.

There is no page minimum or maximum for the EDI statement, but we suggest a guideline of 1-2 pages.

Sponsor letter: (NEW!) The sponsor must provide a letter of recommendation for the candidate, addressing the quality of the candidate’s research ability or potential and particularly highlighting the quality of the venues in which the candidate’s research was disseminated. The sponsor should include their plan for working with the fellow if the application is successful. The sponsor is encouraged to use a letter tailored for the PIMS PDF competition rather than a generic letter.

Sponsor Nomination Form: (NEW!) Once the candidate submits their application, Mathjobs will send a link to a Sponsor Nomination Form to the sponsor(s) that the applicant has named in their application. The sponsor must confirm that the fellowship will be tenable at a PIMS member institution, and indicate the source and availability of matching funds in the minimum amount of $25K. The sponsor should also include information about opportunities which will be available to support the candidate or any other information which may enhance the quality of the offer. In addition, the sponsor should indicate the non-research work plan for the candidate (e.g. teaching load). The Sponsor Nomination Form must be completed by December 5.

Other reference letters: It is recommended that at least one of the remaining letters of support should be an arm’s length reviewer. Ideally this referee will not be a collaborator of the applicant or the sponsor, and should not be from the same institution as either the applicant’s current institution or the sponsor’s institution.