1. PURPOSE AND SCOPE

This policy governs the awarding of the Senior Lecturer Fellowship. It covers the application and selection criteria as well as the duration, value, frequency and conditions of the Fellowship.

The Fellowship is intended to provide salary support for a full-time/near full-time senior lecturer and surgeon, early in their career, to assist them to establish themselves in an academic surgery pathway.

2. KEYWORDS

Research, Fellowship, Academic, Education, Training, Lecturer, Salary

3. BODY OF POLICY

3.1. Background

The Senior Lecturer Fellowship is intended to support a Royal Australasian College of Surgeons (RACS) Fellow who is establishing an academic career in research and education. There can be two Fellowships offered simultaneously if sufficient funds are available, with the allocation of the Fellowships preferably being equally distributed between metropolitan and provincial centres.

3.2. Eligibility Criteria

Applications for the Fellowship are open to surgeons in Australia and New Zealand who are establishing or advancing an academic career. Affiliation with a University Academic Department of Surgery or Hospital Department of Surgery in Australia or New Zealand needs to be provided confirming the institution’s support for the applicant in the proposed Senior Lecturer position.

The emphasis of the Fellowship is to be clearly focused on research and/or educational activities. A Senior Lecturer is defined for the purposes of this policy as working up to 50% clinical and the remainder for research and teaching.

The Fellowship is conditional upon the applicant being a permanent resident or citizen of Australia or New Zealand, and to be a RACS Fellow.

A final year SET Trainee having passed the final FRACS examination must have completed all Fellowship requirements before becoming eligible for this Fellowship.

3.3. Selection Criteria

The recipient will be chosen on the basis of their written application (including a Curriculum Vitae (CV) detailing the research to be undertaken and academic and educational opportunities which may result from this. Preference will be given to candidates who have attained or are seeking to attain a higher degree eg PhD or Masters, but this is not essential. Applicants may be short-listed for interview based upon the candidate’s academic record, postgraduate training, research and educational experience, and publication history.

Applicants must provide and will be assessed on the following:

a. Statement of support from their nominated academic institution describing the post for which they are, or will be, employed;

b. A CV and two references, at least one being a RACS Fellow.
3.4. Selection Committee

The Selection Committee will consist of four members, comprising as follows:

a. Chair, Research and Academic Surgery Committee (RAS C)
b. Chair of ANZSGC
c. Two other ANZSGC Members

3.5. Value of the Fellowship

The Fellowship will be valued at a Foundation for Surgery Research Scholarship level and will be co-funded by the institution to the same amount. Prospective applicants should refer to the RACS website [www.surgeons.org](http://www.surgeons.org) for information on the current value of the Senior Lecturer Fellowship.

3.6. Duration of the Fellowship

The Fellowship will be awarded for a period of two years. Continuation each year is dependent upon satisfactory progress.

3.7. Frequency of the Fellowship

A new Senior Lecturer Fellowship post is to be awarded each year subject to availability of funding and providing there is a worthy applicant.

3.8. Conditions of the Fellowship

3.8.1. Program

The conditions are based on information supplied at the point of application on which the scholar’s application was assessed and approved. Any changes in direction or intent from those originally approved by RACS will require prior consent before continuation is approved. To obtain this consent, scholars are required to complete an amendment form available from RACS. Payment of this award will only be upheld if all requirements outlined in the conditions of this policy are satisfied.

3.8.2. Financial Arrangements

a. In Australia and New Zealand recipients may engage in professional work in their area of expertise for additional remuneration.

b. It is recommended that the recipient refers to a financial or taxation advisor to ascertain the taxability of the award. General information only about whether scholarships/fellowships/grants are exempt from income tax is available on the RACS website [www.surgeons.org/scholarships/](http://www.surgeons.org/scholarships/) and proceed to the FAQ section.

c. The Fellowship will be paid to an Administering Institution on behalf of the recipient.

d. Payment of the annual value of the award will be made in one instalment prior to 1 March in the given year but this could be varied to suit a particular scholar’s needs, with the approval of the Director of Resources, RACS.

e. The control of the expenditure will be governed by the normal policies and procedures of the Administering Institution.

f. Award funds will only be paid on receipt of a valid tax invoice.
3.8.3. **Additional Fellowships/Fellowships/Awards**

Recipients may not hold two RACS awards simultaneously.

3.8.4. **Reporting**

a. Continuation of the Fellowship will be assessed by the ANZSGC based on the recommendation provided by the supervisor and/or head of academic institution by 30 October each year.

b. The payment of the award is conditional upon the recipient providing RACS with two reports annually in the requested format on the research undertaken. The first will be requested in June for submission by a specified date in July, and together with the recommendation provided by the supervisor will assist in determining the continuation of the scholarship in the following year. Recipients must demonstrate satisfactory progress during each year. The second report will be requested during December for submission by a specified date in January.

c. Recipients must be prepared to provide an article for publication in Surgical News upon request at the end of the Fellowship, detailing experiences and opportunities.

d. Recipients are required to present the results of the research or educational advancement at the Surgical Research Society meeting or the Education Section of the RACS Annual Scientific Congress, at least once, during the scholarship period or within 12 months after the end of the scholarship period.

e. All awarded RACS Fellowships, Scholarships and Grants are monitored by an Evaluation Committee whose role is to assess the benefits resulting from the awards. Recipients are required to complete two Scholarship Evaluation surveys. The first will be requested upon completion of the award. The second will be requested five years after completion of the award.

3.8.5. **Timing of Award**

In general the commencement date for this Fellowship is 1 January each year. However the starting date may be varied upon approval by RACS.

3.8.6. **Part Time**

This Fellowship is intended for full time or near full time only.

3.8.7. **Reapplication for the Fellowship**

Unsuccessful applicants can reapply in subsequent years while eligible until they are successful.

3.8.8. **Ethics Approval**

RACS must receive documentary evidence where applicable of ethical approval from the Ethics Committee of the Institution supervising or RACS where necessary.
3.8.9. **Acknowledgements**

a. RACS and the Foundation for Surgery must be acknowledged in any relevant correspondence, public announcement, advertising, publication or other material relating to the award.

b. The Foundation logo must be included in all presentations relating to the Fellowship.

c. Recipients are required to speak at Foundation dinners when/if invited.

3.8.10. **Publications and Patents**

RACS must be notified of any publications as soon as practicable after acceptance by the journal, or patents arising from the award together with the results of any research that is to be commercially developed.

3.8.11. **Acceptance of Offer**

The recipient must sign the Acceptance Form as acknowledgement of the above conditions and approved research and return it to RACS prior to the date requested.

3.9. **Privacy**

Recipients should refer to the RACS Privacy Policy for information on how RACS may collect, store and disclose personal information.

3.10. **Termination of the Fellowship**

RACS may, at its discretion, for what is considered grave cause, suspend the tenure of an award for such time as is thought fit, or deprive a recipient of their Award.

From the date of either of these decisions, the entitlement to stipend and other allowances shall cease.

Upon termination monies already paid and not duly expended shall be refunded to RACS.

3.11. 3.12. **Administering Committee**

The ANZSGC administers the Senior Lecturer Fellowship.

4. **ASSOCIATED DOCUMENTS**

PRC: Research Scholarships – General

PRC: Scholarship Program Leave

FRM: Scholarship Program Amendment Form

**Approver** ANZSGC

**Authoriser** PDSB