



Bonavero Institute Early Career Fellowship Programme (non-stipendiary)

PROGRAMME PURPOSE:

The Bonavero Institute Early Career Fellowship Programme encourages post-doctoral researchers or other early career researchers engaged in the broad field of human rights law to undertake their research at the Bonavero Institute of Human Rights.

The programme is specifically designed for early career researchers who plan a period of *self-directed study*, who have secured funding to carry out their research. Graduate students, whether at doctoral or master's level, are not eligible for this programme, and we suggest you look at the University of Oxford's website detailing the [recognised student scheme](#).

Early Career Fellows will have the opportunity to participate in many of the activities of the Institute and are encouraged to contribute to the collegial research environment. Early Career Fellows will be entitled to make use of the University's research facilities and libraries, and to attend seminars and lectures plus other academic gatherings open to the university community.

PROGRAMME AIMS:

- Early Career Fellows will have the opportunity to pursue their research in a supportive and collegial environment.
- The programme will develop and promote research links with other universities, institutions and researchers both within the UK and beyond, including Visiting Researchers and staff already working at the Institute.
- The programme will contribute to a vibrant research and learning environment in the Institute.



PROGRAMME CRITERIA & DURATION:

Early Career Non-Stipendiary Fellowships are tenable for one academic year, which may be renewable. Applications may be made at any time, but ordinarily at least one term in advance of proposed arrival. Completed applications will be considered and accepted on the basis that the proposal clearly illustrates scholarly merit, practical value and relevance to the key research themes of the Institute. Early Career Fellows will also need to demonstrate that they have the necessary funds to carry out their research at the Bonavero Institute.

PROGRAMME FEES, FUNDING, FINANCES & VISAS:

For those Early Career Fellows who come to the Institute from outside the University of Oxford, there will be a programme fee of £700 per term and a further fee of £175 per month or part-month thereafter. The programme fee is used to provide Fellows with a desk in the Institute and support services, such as IT support. Applicants who are able to demonstrate that they cannot afford this fee may apply for a programme fee reduction, which will be considered by the Institute. In all cases, the fee must be paid in full and in advance of arrival in Oxford.

The Faculty or Institute will not provide a salary, stipend or any other remuneration to Early Career Fellows. Early Career Fellows are responsible for all travel, accommodation and living expenses incurred while carrying out their research.

Early Career Fellows already hosted by a department within the University of Oxford will not be charged a programme fee. They should be able to access library resources using their existing University card, but do check this with the administrator who initially issued the card.

The Institute cannot make applications for visas on behalf of Early Career Fellows but will provide them with the necessary documentation to confirm their appointment as non-stipendiary Fellows at the Institute. Appropriate visas must be obtained before arrival. If your application is accepted, and you have obtained the appropriate visa to visit the UK, you will be asked to bring your passport and visa documentation on arrival to confirm your right to visit.



PROVISION OF RESOURCES:

For the period of their visit, Fellows will receive:

- Desk space at the Institute for the duration of the Fellowship - an allocated desk within the Institute's open plan Helena Kennedy Reading Room will be provided. This is an open plan space where researchers, senior colleagues, fellows and resident students come to work. This is not a library, though the reading room does contain a small collection of monographs and law reports. We encourage users to use these materials on-site while visiting. Use of the room does not require complete silence, and interaction with other users is very much encouraged.
- A University Card - A university card will enable an @law.ox.ac.uk email address (if needed), printer, WiFi and email access plus access to the Bodleian library and on-line library resources. Those who already have an Oxford department/college association will use their existing card;
- The sponsorship of a Faculty of Law or Institute staff member – the Faculty sponsor will meet with the Early Career Fellow when the Fellow first arrives in Oxford to provide guidance and advice and will meet again on a termly basis, where requested by the Fellow;
- Full access to the Bodleian Law Library and all other Oxford University Library Services;
- Access to electronic holdings, databases and journals;
- Permission to attend lectures and seminars run by the Faculty and Institute (by arrangement with the lecturer);
- Permission to join in the activities of the various discussion groups that are active during term time (by arrangement);
- The ability to sign up to Bonavero Institute regular communications to be notified of events that may be of interest or relevance;
- A listing on the Institute website - <https://www.law.ox.ac.uk/centres-institutes/bonavero-institute-human-rights>; and
- Invitations to participate in other appropriate Institute events.

Fellows are invited to bring laptops for their own use in the Institute. All laptops must have suitable and up-to-date anti-virus software. We may ask to check this on arrival.



MANSFIELD COLLEGE ASSOCIATION

All Institute Early Career Fellow may apply separately for Mansfield College Senior Common Room (SCR) membership, if no other Oxford college association is held.

The decision whether a person is appointed a Fellow of the Institute is taken by the Institute Management Committee. The decision whether a person is appointed an SCR member of Mansfield is taken by Mansfield College Governing Body. No one is automatically appointed as a Mansfield SCR member.

Successful applications to the Institute may, at the request of the successful applicant, be forwarded onto Mansfield Governing Body for it to decide whether the applicant will be appointed an SCR member of Mansfield College. Applicants should therefore make clear whether they wish their application to be forwarded to Mansfield Governing Body, in the event that their application is successful.

Please note that Mansfield SCR members will be required to cover the costs of any other facilities afforded to them by the College.

AN INSTITUTIONAL SPONSOR

Early Career Fellows will be allocated a 'sponsor' who will be a member of the Institute or one of its Academic Affiliates. You may seek to identify a suitable sponsor in your application if you wish. Academic affiliates can be found via our website under 'about us'.

Though your sponsor is available for general advice, it is not the intention of this scheme to provide mentorship or supervision.

VISAS

Unfortunately we are unable to assist with visa applications though we can provide a reference letter confirming the period of your stay on request.

Early Career Fellows from outside the European Economic Area, who do not have the right to visit the UK, must ensure they have the appropriate visa. The visa must be obtained before arrival. All will be required to produce proof of their visa and immigration status when they arrive. Fellows from outside the European Economic



Area are encouraged to contact their local visa office, for advice on the type of visa required at an early stage, and before making any arrangements to travel to the UK.

You may also find this page on the University website helpful:

<http://www.admin.ox.ac.uk/personnel/permits/acvisitors/>

APPLICATION PROCEDURE

Please download and complete the Early Career Fellow application form and send to the Programmes Administrator – Sarah Norman sarah.norman@law.ox.ac.uk

Clearly mark the subject of the email ‘Bonavero Institute Early Career Non-Stipendiary Fellowship Programme’. The form should be accompanied by a full CV or resume, including a list of publications, research proposal, and two references which should include your supervisor or examiner of your doctoral thesis. If you have a research grant, details of that research grant should be provided.

APPLICATION ASSESSMENT

Applications are considered throughout the year and should be submitted at least one term before a proposed visit. The completed form and supporting documents will be reviewed by the Institute Management Committee, which convenes termly in week 5. A decision will normally be made and communicated by the end of the term in which the Committee considers the application.

Prior to arrival, Early Career Fellows will be asked to provide the Institute with a short biography, digital photo and an overview of their research. This information will be posted on the relevant section of the Institute website and can be amended upon request.

EXPECTATIONS OF THE VISIT

If your application is successful, you will be asked to sign a ‘Early Career Non-Stipendiary Fellowship’ agreement’ and present your work at least once during your fellowship at a research seminar. Early Career Fellows are expected to participate regularly in a collegial manner at events hosted by the Bonavero Institute.