



## INSTITUT BARCELONA D'ESTUDIS INTERNACIONALS FOUNDATION POSTDOCTORAL FELLOWSHIPS, 2009 CALL FOR CANDIDATES

The Institut Barcelona d'Estudis Internacionals is a research center established in 2004 by the CIDOB Foundation and the five universities of the Barcelona area (the University of Barcelona, the Autonomous University of Barcelona, the Pompeu Fabra University, the Open University of Catalonia, and the Technical University of Catalonia). The Institut Barcelona d'Estudis Internacionals supports research in all aspects of the international political economy, international security, international relations, foreign policy and comparative public policy.

The Institut Barcelona d'Estudis Internacionals (IBEI) is offering one postdoctoral fellowship for the academic year 2009-2010, for a minimum of 12 months, renewable for a maximum period of two years. The relationship between IBEI and the fellow will be a contractual one, governed by the Spanish labor law with all benefits it provides.

### REGULATIONS OF THE POSITION

1. **Objective:** The postdoctoral fellowship aim to facilitate the development of the research program proposed by the recipient/beneficiary within the framework of topics of interest to IBEI.
2. **Target candidates:** Candidates for a position must hold a doctoral degree in political science, international relations or an equivalent area, obtained in 2006 or later. Exceptions to the three year rule will be allowed in the case of applicants academic career has been interrupted because of illness, maternity leave or compulsory military service. In these cases, an additional year can be added. The explanation and certification of these circumstances should be included in the application.
  - **Nationality.** Candidates of any nationality are eligible for the IBEI postdoctoral positions.
  - **Regulation for working in Spain.** Candidates (from a non-EU country) must comply the Spanish administration's requirements in terms of visa.
  - **Language.** Knowledge of Spanish is not a requirement. Academic activities are held in Spanish and English.

3. **Duration of the contract.** The minimum duration of the contract is 12 months, renewable for up to a maximum period of two years. The annual renewal of the contract depends on a positive assessment of the recipient's performance by IBEI's Scientific Council. Holding an IBEI contract is incompatible with holding any similar grants or with the receipt of any salaried remuneration.
4. **Remuneration.** For the 2009 call for candidates, the amount of the salary is 28,000 € per year, gross, for periods from 1 October to 30 September. IBEI will pay the salary in monthly or quarterly instalments, in agreement with the recipient. Postdoctoral fellows must comply with Spanish taxation rules. Also, postdoctoral fellows are covered by the Spanish Social Security.
5. **Rights and duties of fellows** (detailed in the *Fellowship Acceptance Document*, Appendix I).
  - 5.1. *Rights of IBEI postdoctoral fellows.* IBEI postdoctoral fellows will have the following rights:
    - a) to the space and materials necessary for their stay and for the development of their research at the headquarters of IBEI; and
    - b) to recognition of the intellectual property rights to the work they undertake as a result of their contract according to their contributions and in accordance with the law.
  - 5.2. *Duties.* IBEI postdoctoral fellows will have the following duties:
    - a) Postdoctoral fellows will undertake research at the headquarters of IBEI in Barcelona, in accordance with the Institute's rules of operation.
    - b) Absences of more than three days will be allowed only for academic reasons (conferences, field work, etc.) and/or personal reasons (no more than one month per year). Details of all travel for academic purposes must be communicated to the director of IBEI beforehand.
    - c) At the beginning of each academic year, during the first week of September, each fellow will present a working plan for developing his or her research project, setting out scientific objectives and anticipated activities, publications and conference and seminar presentations. The Director of IBEI or the senior researcher designated by him as the postdoctoral researcher's supervisor will monitor this work program.
    - d) Renewal of the contract, for a second year, depends on a positive evaluation by the Scientific Council of IBEI. The criteria for evaluation will be the fulfillment of the working plan agreed upon by the directing body of IBEI and the fellow.
    - e) Each fellow will submit a paper and an electronic copy of all publications and presentations in conferences and seminars produced during the period in which he or she holds the contract. During the period of the contract, the IBEI fellows must cite IBEI as his or her academic affiliation (or as his or her first affiliation, in the case of also being linked to another institution) on his or her publications and in any academic activity in general.
    - f) Fellows must assist the administration of the Master's program in International Relations, organized by IBEI, by carrying out tutorials in order to monitor students' progress, and also by advising on and/or evaluating research projects for the Master's degree.
    - g) During the first year, upon solicitation from the directing body of the program, fellows will offer seminars and give occasional classes within the framework of

the Master's program, with a minimum dedication of 20 hours and a maximum of 30 hours, in topics to be determined.

- h) During the second year, if the contract is renewed, fellows will also offer a complete course (four credits) in the Master's program linked to their areas of expertise, and other teaching activities, over a minimum of 30 hours and a maximum of 40.

5.3. *Obligations of IBEI.* IBEI, as the host of the beneficiaries, accepts the obligation to:

- a) defray the costs of the initial trip (tourist class) from each fellow's previous place of residence, and to provide him or her with logistical assistance in moving to Barcelona;
- b) make necessary space and material means available to fellows for the duration of their contract and the development of their research at the headquarters of IBEI; and
- c) assign a supervisor who will monitor progress on the agreed research project.

6. ***Presentation of applications and timeframes.*** Interested candidates should submit the following documentation between **2 March** and **4 May 2009**:

- A letter of introduction.
- Curriculum vitae/résumé.
- Two sample pieces of research they have already undertaken (such as presentations, articles, books or book chapters), among which must be a chapter from their doctoral dissertation.
- A proposed research project and plan of work to be carried out during their stay at IBEI (no longer than six pages). It should include a title, background, methodology and objectives.
- Letters of recommendation from two referees, to be sent directly to IBEI.
- Academic transcript of the Ph.D. (this certificate must be handed in, if the candidate is selected, immediately on taking up the position).

These documents should be mailed to the following address:

Institut Barcelona d'Estudis Internacionals  
Research Coordination  
Elisabets, 10  
08001, Barcelona  
Spain

or sent by e-mail to [postdoc@ibei.org](mailto:postdoc@ibei.org)

7. ***Evaluation and selection of applications.*** Once the deadline for submitting applications has passed, applicants will be informed whether they have been chosen to continue in the selection process, and a selection committee will be assembled to evaluate those who have been so chosen.

Members of the selection committee will be nominated by the President of the Foundation in consultation with the Scientific Council. The committee will be chaired by the Director of IBEI and will comprise members chosen from among the

Institute's collaborating professors, researchers and external members. The committee will guarantee international participation and will seek to ensure fair and equal consideration of all candidates.

In the selection process, the following criteria will be taken into account, at the suggestion of the Scientific Council:

- the candidate's curriculum vitae;
- the quality of his or her previous publications and his or her doctoral dissertation in particular; and
- the quality of his or her proposed research project and its fit with the academic areas of IBEI.

In the final phase of the process, the selection committee may decide to interview candidates, in which case IBEI will meet all their associated costs.

The committee will also select between two and four reserve candidates in case a candidate declines to accept a contract.

8. ***Final decision and communication.*** The committee will bring its final decision on the position to the Board of Directors of IBEI before 30 June 2009. This decision will be communicated in writing to all of the candidates whose applications have been admitted to the selection process. Recipients will have 15 days in which to either accept or reject the position in writing; acceptance implies agreement to observe the present rules governing IBEI postdoctoral fellows. Upon acceptance of the position, the *Fellowship Acceptance Document*, attached as Appendix I, will be formalized, at which time the beneficiary must provide proof that he or she meets the various requirements in the *Fellowship Acceptance Document*.
9. ***Renouncing the position.*** If, for any reason, the beneficiary renounces the position or cannot take possession of it, he or she must indicate this in writing to the Director of IBEI. The position may then be offered to the next candidate on the list of reserve candidates. If a position is renounced during the course of a fellow's stay at IBEI, it will remain unallocated until the following annual call for candidates, or will be offered to a candidate on the list of reserve candidates. If a candidate who is offered a position cannot prove that he or she meets the requirements specified in the *Fellowship Acceptance Document*, this will be treated as a renunciation of the position.

## **Appendix I. IBEI POSTDOCTORAL FELLOWSHIP ACCEPTANCE DOCUMENT**

The committee in charge of selecting the postdoctoral fellows at the Institut Barcelona d'Estudis Internacionals (IBEI) from the 2009 call for candidates has proposed the candidacy of xxxxxxx, after a rigorous and competitive selection process, and for this reason it offers him or her a postdoctoral position for carrying out his or her research project at our Institute and for providing academic support in the IBEI Master's Program in International Relations.

IBEI postdoctoral fellowships supports research in all fields of international political economics, international relations, international security, foreign policy and comparative public policy, and stimulates the production of new publications.

The relationship between IBEI and the postdoctoral fellow will be a contractual one, governed by the Spanish labor law with all benefits it provides. This contract is for a minimum of 12 months, renewable for a maximum period of two years.

The signing of this document by both IBEI and the candidate entails the acceptance on the part of Dr xxxxxxx of the conditions of the postdoctoral fellowship contract, which are detailed below:

### **Conditions of IBEI postdoctoral fellowship contract**

1. The amount of the salary is 28,000 euros per year, gross, for periods from 1 October to 30 September. IBEI will proceed with the payment of this sum in monthly or quarterly instalments, in mutual agreement with the postdoctoral fellow.
2. The acceptance of the contract is associated with the completion of the proposed research at the headquarters of IBEI, in Barcelona, Spain.
3. Only for academic reasons (conferences, field work, etc.) and personal reasons (up to one month per year) will absences of more than three days be allowed. Details of all travel for academic purposes must be communicated to the director of IBEI beforehand.
4. IBEI will defray the costs of the initial trip (tourist class) from the postdoctoral fellow's previous place of residence, and it will provide logistical assistance with his or her move to Barcelona.
5. IBEI will furnish the space and material means necessary for the postdoctoral fellow's stay at its headquarters.
6. At the beginning of each academic year (first week of September), or during the first month following his or her incorporation, the beneficiary will present a working plan for developing his or her research project in which he or she will propose his or her scientific objectives, anticipated activities, and the publications and conference and seminar presentations he or she hopes to undertake, with the aim of developing his or her research project. The Director of IBEI or the senior researcher designated by him as the postdoctoral researcher's supervisor will monitor this working plan.

7. The annual renewal of the contract, for a second year, depends on a positive evaluation by the Scientific Council of IBEI. The criteria for evaluation will be the fulfillment of the working plan agreed upon by the directing body of IBEI and the postdoctoral fellow.
8. Postdoctoral fellow will submit to IBEI paper and electronic copies of all publications and presentations in conferences and seminars produced during the period in which they held the position. Their intellectual property rights are recognized according to their contributions and in accordance with the laws in effect.
9. During the period of the contract, IBEI postdoctoral fellow must cite IBEI as their academic affiliation (or as first affiliation, in the case of also being linked to another institution) on their publications and in any academic activity in general.
10. IBEI will provide financial support for justifiable participation in international conferences and other research activities, up to a maximum annual amount, in accordance with the postdoctoral fellow's annual working plan, and with the prior consent of the directing body of the Institute.
11. Postdoctoral fellow must support the directing team of the Master's Program in International Relations organized by IBEI, carrying out tutorials in order to monitor students' progress, and in the directing and/or evaluation of Master's degree research projects.
12. During the first year, at the request of the directors of the program, postdoctoral fellow will offer seminars and occasional classes within the framework of the Master's program, with a minimum dedication of 20 hours up to a maximum of 30 hours, in topic areas to be determined.
13. During the second year, if the contract is renewed, postdoctoral fellow will offer, in addition, a complete course (four credits) in the Master's program, linked to their areas of expertise, over a minimum of 30 hours and a maximum of 40.
14. The enjoyment of the present contract is incompatible with the receipt of either other grants of a similar nature or salaried remuneration of any kind, including teaching activities in other universities or research centers.

Barcelona, xxxx xx 2009

Signed,

Prof. Jacint Jordana  
Director of IBEI

IBEI Postdoctoral Fellow