

## SUSTAIN Round Three - application guidelines

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### 1. Introduction

SUSTAIN is a programme designed to develop the skills that are important to enable female researchers to thrive in their independent research careers.

Supported by the Academy of Medical Sciences, the Medical Research Council, the Royal Society and the Royal Academy of Engineering, we are offering places to 24 women on the third cohort of the programme. Scientists and engineers from all disciplines are eligible to join SUSTAIN, provided they currently hold a qualifying award or fellowship from one of the funding organisations. More information is available on this in section 2 of this document.

SUSTAIN is part of the Academy of Medical Sciences' portfolio of activities aimed at developing talented researchers and it will include the following:

#### **Interactive career development workshops**

The programme will start with a 2.5 day residential workshop on 6-8 March 2019, followed by three one-day workshops (on 12 September 2019, November 2019 and March 2020). A wide range of issues will be addressed at these workshops, including media training, grant writing, finding your work-life balance and developing a personal leadership style. Each session will be tailored to support attendees through the challenges of combining research, teaching, clinical practice and caring responsibilities where relevant. We will also introduce participants to distinguished research leaders at an *Inspiring Women* evening event on the 7 March 2019, during the residential workshop. Confirmed guests include Professor Sir Robert Lechler PMedSci.

The residential workshop will start at lunch on the 6 March and finish on 8 March 2019. Hotel accommodation in London will be provided for two nights as well as travel to London.

Three further one-day workshops will be held in 2017-18, the content will continue to develop the topics discussed in the residential workshop and will be tailored to the needs of the participants. The information you provide in your application form regarding areas that you are interested in covering will also feed into the content of the sessions.

Workshop dates:

- 6-8 March 2019 - Launch of activities and 2.5-day residential workshop.
- 12 September 2019 - Full day workshop 1.
- 7/13/19 November 2019 - Full day workshop 2 (cohort split into three groups).
- March 2020 – Full day workshop 3 (date tbc; provisionally 12 March).

#### **A peer support network**

The group will be matched in co-coaching triads to enable ongoing peer support and discussion of issues/challenges. Small group work at each workshop will help to embed and make learning practical.

## One-to-one mentoring

Participants will have the opportunity to be mentored by a senior researcher through the [Academy scheme](#). Ongoing support will be provided to both mentees and mentors, and scheme participants will receive training at the outset to ensure maximum benefit of the mentoring relationship.

## 2. Who can apply

Female scientists and engineers (including both clinical and non-clinical researchers) are eligible for this programme. Only award holders from partner organisations are eligible to apply.

To be eligible to apply you must hold one of the following awards:

<b>Medical Research Council</b>	Career Development Award
	Clinician Scientist Fellowship
	New Investigator Research Grant (NIRGs)
<b>The Royal Society</b>	Dorothy Hodgkin Fellowship
	Sir Henry Dale Fellowship
	University Research Fellowship
<b>Academy of Medical Sciences</b>	Academy of Medical Sciences/The Health Foundation Clinician Scientist Fellowship
	Springboard Award
	Starter Grant Award for Clinical Lecturers
<b>Royal Academy of Engineering</b>	Research Fellow
	Engineering for Development Research Fellow

Your award must be active at the time of your application. **All applicants must be available to participate in the career development workshops.** For the media training workshop, groups will be coordinated depending on participants' availability. Please see 'key dates' and 'mentoring' sections on this document.

### 3. Selection process

All eligible applications will be stratified and randomly selected within the following categories:

- Funding institution
- Clinical and non-clinical/other background
- UK regions

The randomisation will be achieved by allocating a number to each applicant and then using a random number sequence generator. We aim to achieve an approximate split between clinical researchers and scientists from other backgrounds as well as a fair distribution around the UK. A total of 24 places are available.

The selection process will be overseen by the SUSTAIN reference group which is chaired by Professor Moira Whyte OBE FMedSci, Professor of Adult Respiratory Medicine, University of Edinburgh. The decision of the Academy of Medical Sciences is final.

**Notification of decisions regarding SUSTAIN applications will be made in December 2018.**

### 4. Mentoring

SUSTAIN participants will be mentored by a Fellow of the Academy. Bespoke training and ongoing support will be provided to both mentees and mentors over the course of the pilot.

We promote a developmental model of mentoring to enable mentees to make critical career decisions.

Participants are asked to:

- 1) Attend mentoring induction on the first day of the residential workshop.
- 2) Commit to meet their mentor regularly over the period of one year (meetings may be virtual).
- 3) Complete short e-surveys at key points during the programme.

### 5. Key dates

Date	
25 October 2018	Applications open
3 December 2018, 4pm	Applications close
December 2018	Applicants are notified about the outcome of the selection process

6-8 March 2019	<p>Launch of activities and residential workshop, London</p> <p>The residential workshop will start at lunchtime on 6 March 2018 and finish by the end of the day on 8 March 2017. The workshop will take place at the Academy of Medical Sciences, 41 Portland Place, London W1B 1QH.</p>
12 September 2019	Career development workshop 1 (all day event), location TBC
7/13/19 November 2019	Career development workshop 2 (all day event), London – cohort split into three groups
March 2020	Career development workshop 3 and conclusion (all day event with evening celebration), London

## 6. Accommodation and childcare

Hotel accommodation will be provided for two nights (6-8 March 2019) to all participants during the residential workshop. It will also be provided for the night before subsequent career development workshops, to participants who are not based in or near the area that the workshop is being hosted.

Childcare support, if not ordinarily in place, will be available up to £50 per child per day during the residential workshop (6-8 March 2019) and the subsequent career development workshops. Participants will be able to claim childcare support by completing a form, and providing appropriate receipts and proof that the provider is Ofsted-registered, to the Academy.

## 7. Monitoring and evaluation

Feedback from participants will help us to assess the impact of SUSTAIN and inform future developments. We expect participants to maintain close contact with the Academy and to complete monitoring surveys after each workshop.

Participants may also be approached to contribute to case studies.

## 8. Governance

The programme will be overseen by a Reference Group, chaired by Professor Moira Whyte FMedSci, Professor of Respiratory Medicine at the University of Edinburgh. She has been a mentor in the Academy's scheme since it was set up in 2002. Professor Whyte is the Academy's representative for Athena Swan Forum and chaired the Working Group for the development of the SUSTAIN programme.

The role of the Reference Group is to advise the Academy on the development of SUSTAIN and oversee the application process as well as the evaluation of the programme.

Reference Group members:

- Professor Moira Whyte OBE FMedSci, Professor of Respiratory Medicine, University of Edinburgh (Chair)
- Professor Susan Wray FMedSci, Professor of Physiology, University of Liverpool
- Professor Jim Smith FRS FMedSci, Director of Research, The Crick Institute
- Professor Eva Hoffman, Novo Nordisk Foundation Young Investigator, University of Copenhagen
- Dr Elizabeth Sapey, Clinician Scientist, University of Birmingham
- Dr Zania Stamataki, Royal Society Dorothy Hodgkin Fellow, University of Birmingham, and SUSTAIN Round 1 participant

## 9. Guidance notes for the application form

Please complete and submit an online application by **4pm on 3 December 2018**. The application form is hosted on Flexi-Grant and is accessible via this link: <https://acmedsci.flexigrant.com/startapplication.aspx?id=3228>. This link is also available on the [SUSTAIN webpage](#).

Each applicant should provide the following:

**Section 1** - Your personal information: name, contact details, institution and job title.

**Section 2** - Select the applicable researcher category. This information will be used to stratify applications.

**Section 3** - Select your current research award. Your award must be active at the time of applying to the programme.

**Section 4** - Information about why you are interested in SUSTAIN and any particular areas of career development you would like us to cover. Your answer does not affect the selection process. The information from participants will help us to further develop and tailor the programme of activities during the year.

**Section 5** – Monitoring and marketing feedback. The Academy of Medical Sciences accepts its responsibilities to reflect the communities in which it works. We are therefore committed to a policy of Equal Opportunities and applications are welcome regardless of gender, marital status, sexual orientation, age, disability, ethnic origin, or religious belief. We request this information to monitor the Academy's activities with respect to the beneficiaries of proposals and awards, and applicants. It is not used in the application review process: it is not provided to SUSTAIN reference group members. (By providing this information, you are agreeing to us holding this information, under current data protection legislation, and will be helping us to monitor our practice).

If you have any questions about the application, please contact the Academy's team on 020 3141 3241, or email us at [SUSTAIN@acmedsci.ac.uk](mailto:SUSTAIN@acmedsci.ac.uk).

## **10. Data protection**

When you make an application to participate in the SUSTAIN Programme, you will provide certain personal information to the Academy of Medical Sciences (the "Academy"). This will be stored by or on behalf of the Academy, in accordance with the General Data Protection Regulation and the Data Protection Act 2018.

The Academy will use your personal information in order to process the application for the SUSTAIN Programme and to manage and administer the programme should the application be successful. For further information about the personal information the Academy holds about you, how the Academy uses it, who it is shared with and what your rights are in relation to your personal information, please see the Programmes privacy notice which can be found here: <https://acmedsci.ac.uk/privacy-policy>

### ***The Academy of Medical Sciences***

The Academy of Medical Sciences is the independent body in the UK representing the diversity of medical science. Our vision is to improve health through research and our mission is to promote medical science and its translation into benefits for society. Find out more: [www.acmedsci.ac.uk](http://www.acmedsci.ac.uk)

### ***Medical Research Council***

The UK's Medical Research Council mission is to improve human health through world-class medical research. To achieve this, the council supports research across the biomedical spectrum, from fundamental lab-based science to clinical trials, and in all major disease areas. Find out more: [www.mrc.ac.uk](http://www.mrc.ac.uk)

### ***The Royal Society***

The Royal Society is the national Academy of science in the UK whose vision is to recognise, promote, and support excellence in science and to encourage the development and use of science for the benefit of humanity. Find out more: [www.royalsociety.org](http://www.royalsociety.org)

### ***The Royal Academy of Engineering***

As the UK's national academy for engineering and technology, the Royal Academy of Engineering brings together the most talented and successful engineers – our Fellows – to advance and promote excellence in engineering for the benefit of society. [www.raeng.org.uk/](http://www.raeng.org.uk/)