The objective of the Banting Postdoctoral Fellowships Program is to attract and retain top-tier postdoctoral talent, both nationally and internationally, to develop their leadership potential and to position them for success as research leaders of tomorrow, positively contributing to Canada's economic, social and research-based growth through a research-intensive career. The supervisor’s statement, the professional development opportunities, and the description of the research environment coming from proposed supervisors are very influential in the selection committee’s consideration of the candidates, and we appreciate your taking the time to provide this information.

Applicants are to confirm their eligibility and read all information on the Banting PDF website prior to preparing a Preliminary Application Package. Please note that this Guide for Supervisors document was prepared prior to the Vanier-Banting Secretariat’s official program announcement (expected to be approximately May 2022); it is the applicant’s responsibility to inform you of any updates. Applications for, and awards provided through, the Banting Postdoctoral Fellowships Program are subject to the policies and guidelines for awards programs as outlined by each funding agency.

The University of Alberta uses a two-part process for determining applications that will be submitted to the Banting competition. The following is a summary for Supervisor’s role; refer to the 2022-2023 Banting Postdoctoral Fellowship: University of Alberta Internal Process and Timeline for a comprehensive list of 2022 dates and processes (note this document is subject to change once the program officially launches; any revisions will be circulated):

1) Preparation of Preliminary Packages for Internal Adjudication

For the 2022-203 competition, preliminary packages will be due at the Faculty level by **May 02, 2022**. This package will consist of the CVs of both the applicant and yourself; along with the complete Banting PDF Preliminary Application Form and required documents by the applicant. The package consists of the following:

- Banting Preliminary Application Form
- Research Proposal
- Significance of Research Contributions
- Significance of Leadership Contributions
- Special Circumstances (if required)
- Canadian Common CV
- CV of Proposed Supervisor(s)

**May 16, 2022:** those preliminary packages going forward for internal institutional review are due at the Faculty of Graduate Studies and Research (FGSR) from Faculties. By **June 25** the Agency-based sub-committees will select the applicants to prepare full packages for submission in ResearchNet. Feedback will be provided by the subcommittee for those applications going forward; those candidates not invited to prepare a full package will be advised and will also be given the sub-committee’s feedback.

2) Preparation of Full Applications for invited candidates

The primary responsibilities for completion of the full application elements are as follows:

a) Administration (Tasks 1 through 12 in the Banting Application Guide) – Nominee
b) Proposal, summary, bibliography, selection of referees – Nominee and **Supervisor**

c) **Supervisor’s Statement** (maximum 4 pages, see below) – **Supervisor**
d) Submission and Approval of New Project Request – **Supervisor**
e) Draft Institutional Letter of Endorsement (see below) - Associate/Vice Dean (Research) and Supervisor
f) Submission of Full Application documents to FGSR for completion of Institutional Letter of Endorsement – Faculty
g) Signature on Letter of Endorsement - FGSR
h) Submission of complete nomination via ResearchNet – Nominee

Supervisor’s Statement

Maximum of 4 pages following Banting Presentation Standards; on institutional UofA letterhead, signed by the supervisor. This document will be used to assess the degree to which the institution and supervisor are committed to the applicant, their capacity to enable the applicant to become a future leader in their chosen field, and their potential to build upon the institution’s strategic priorities.

Supervisors should be highly selective and recommend only the highest-calibre postdoctoral researchers. Certain circumstances may legitimately affect an applicant's record of research achievement (e.g. availability of research/leadership opportunities). This should be factored into the selection process.

This application element speaks directly to the following selection criterion: Institutional commitment and demonstrated synergy between applicant and institutional strategic priorities

The following should be addressed in your Supervisor Statement in accordance with Banting regulations. Refer to the Banting Application Guide for complete details and guideline requirements of each section:

1. Supervisor’s biography
2. Appropriateness of the supervisor(s)
3. Research environment
   For more information, see our Equity, Diversity and Inclusion page.
4. Professional development
   Supervisors are to edit and customize the following for each applicant under this section (i.e. to “Describe the institution’s commitment to the applicant’s professional leadership development”):

   Professional development opportunities at the UofA

   The University of Alberta, through the Faculty of Graduate Studies and Research (FGSR) and other campus units, provides a series of Professional Development opportunities for graduate students and postdoctoral fellows. The majority of sessions are offered at no cost.

   Communication training is available from a many sources. The FGSR Community Volunteer program offers sessions on how to develop and prepare research presentations for general audiences, as well as hands-on opportunities. The Centre for Writers and the Student Success Centre host numerous writing sessions, such as “Writing an Effective Funding Proposal” to “Writing for Clarity” that allow participants to focus on specific writing needs. A multi-tiered teaching program directed through FGSR also provides exceptional training for communication in the classroom, and skills training that can transfer to any area of employment. The Alberta Innovates SPOR group provides webinars and training specific to Knowledge Translation throughout the year including topics of integrated KT, end-of-grant KT and evaluation in KT. Online resources have been available through MyGradSkills, and more recently through MITACS. Sessions include Academic and Professional Communication for New Researchers and Communicating Your Research. FGSR has also recently developed a
module on Transitioning into the Workplace: A multicultural perspective that will be available to postdocs.

Career development sessions are typically met through the Career Centre, FGSR, and Postdoctoral Fellows Association. FGSR hosts PD events that include topics such as "Building Your Professional Brand, Networking, and Finding Success in an Uncertain Job Market. The Career Centre provides one-on-one career advice on interviews, LinkedIn and CV’s, as well as hosts many networking and career sessions with government and industry employers. The Postdoctoral Fellows Office is developing an Individual Development Plan to assist postdocs with their career planning and will offer postdoc specific sessions for career development. The Postdoctoral Fellows Association also hosts an annual Research Day to encourage postdocs to network with employers, as well as to gain career advice through sessions they have offered.

Other professional skills training on campus includes entrepreneurship, research management, teaching, and mentoring. Entrepreneurship training has been available primarily through sessions offered by TEC Edmonton, MentorUp and Mitacs. Sessions include a “Lab2Biz” and “Discovering the Entrepreneur Within” workshops. TEC Edmonton also offers an online resource on "How to bring your product to market". The Environmental Health and Safety offers a Supervisory EHS Development Course plus various courses from safety to "Helping Individuals at Risk". The Field Research Office also offers specific training for the field research activities. The International Institute for Qualitative Methodology hosts a workshop series to learn about specific methods, techniques and approaches to qualitative research. Our UofA Libraries also host regular workshops on data management/storage, citation software, where to publish, and maximizing your literature searches. The Research Services Office provides training for grant administration and several grant writing workshops are coordinated through the Grant Assist Program. The collaborative Institutional Training Initiative provides nine on-line training courses, such as Clinical Research Coordinator and Responsible Conduct of Research. Our Peter Lougheed Leadership College offers our PDFs a number of drop-in, workshop, and cohort leadership development programs in addition to a regular leadership lecture series. The PLLC offerings include the innovative adaptive “DIVE” leadership program where participants work in an interdisciplinary cohort during monthly workshops to dive beneath the surface of their leadership failures and challenges to consider how their own experiences and histories contribute to them.

Training related to strengthening teaching abilities for postdoctoral fellows are offered by FGSR and the Centre for Teaching and Learning. For example, sessions on how to incorporate technology into the classroom, instructional strategies, workshops concerning teaching and learning theory, how to develop a new course, and how to develop a teaching philosophy and portfolio are all offered through these two centres. Mentoring is made available through the Career Centre where postdocs can receive or serve as a mentor and the Undergraduate Research Initiative also provides an excellent opportunity for postdocs to serve as supervisors.

5. Institutional synergy

Draft Institutional Letter of Endorsement

Maximum of 1 page following Banting Presentation Standards; on institutional UofA letterhead – do not sign (FGSR institution delegate will sign). This letter is for endorsement only and will not be sent to the selection committee for review. Refer to the Banting Application Guide for complete details and guideline requirements.

Late August: Faculty is responsible for submitting the following to FGSR: draft Letter of Endorsement, complete application, and a copy of the Supervisor’s approval from the Researcher Home Page. Ensure all pronouns are correct. This is required in order to receive the Letter of Endorsement from the FGSR.