

Guidelines for Fellowship Interviews

Preparing for Interviews

Please bring a copy of your proposal and CV form to the interview and be prepared to take notes on requested revisions. Be aware of any comments or questions your Fellowship Advisor may have posed prior to the interview. In addition, please bring to interview all of your degree certificates, your passport and if applicable your visa permitting you to work/remain in the UK. We do not keep copies of these but we do need to check them at interview.

Finally, please be prompt and well presented.

During the interview

Your interview will be conducted by two or more of the Trust advisory team. If relevant, a representative from the proposed sponsoring organisation may be present.

The aim of the interview is for the Fellowship Advisors to ask questions about your aspirations for the Fellowship and your career post Fellowship, and to give robust and pertinent feedback and advice on your proposal.

You will be assessed during your interview and if there are major concerns arising from your interview you may be withdrawn from the application process at this stage.

Be prepared to discuss:

- your career prior to your break
- your reasons for a career break and activities during your break
- why you applied for a Fellowship
- how your proposed project was devised
- your proposed experimental strategy
- what is the novelty of your research
- how does your research fit into the wider field
- how will your Fellowship increase your employability
- what are your specific plans for the future

The interview will take approximately 90 minutes.

After the Interview

You will be given four weeks to make the suggested changes to your proposal. Please send the final version of your proposal to your Fellowship Advisor.

Your proposal will then be sent out to technical referees for peer review on the scientific rigour of your proposal. Please note that we don't share any sensitive information (normally in Section 2 of your proposal) with technical referees to maximise confidentiality. Once the reviews have been received, you will be given up to two weeks to respond. Please respond as you would to reviewers' comments on a publication. You cannot make further changes to your proposal at this stage. The reviewers are then asked to make a final comment on your response.

Your papers consisting of your CV form, references, final proposal, correspondence with the technical reviewers and a summary written by your Fellowship Advisor are then sent to the Awards Assessment Panel who will take up to a month to make a decision. An applicant may be asked to come to a second interview if there are any concerns.

If you are awarded a Fellowship by the panel, we expect you to start within three months of the award date.