

# **Application guidelines for the Postdoctoral Fellowship Program at Louisiana State University Health Sciences Center at Shreveport**

## **Award Year 2023**

We accept applications on a rolling basis  
(No specific submission deadline)

Applicants should read the guidelines carefully, in particular the eligibility criteria and the scientific objectives of the program. Please consult the Frequently Asked Questions (FAQ) for answers to any queries you might have prior to preparing an application. If you have any questions that are not listed in the FAQ, please contact the Barrié Foundation.

## **Contact details**

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Website: <http://www.fundacionbarrie.org>  
Registration and submission via  
<https://becas.fundacionbarrie.org/posdoctorado/>

## About the Program

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The Barrié Foundation and Louisiana State University Health Sciences Center at Shreveport (LSUHSC-S) are pleased to announce the 2023 Postdoctoral Fellowship Program (the Program) to enable outstanding Galician Ph.D. recipients to pursue a postdoctoral degree at LSUHSC-S.

The Program provides opportunities for early career Galician Ph.D. recipients in life sciences or related fields to join LSUHSC-S and perform advanced research with guidance from distinguished scientists. General research areas include Microbiology and Immunology, Cardiology, Cancer, Multidisciplinary program, and Pharmacology. The Program also develops the careers of its recipients through mentoring, training courses and networking opportunities.

Up to two postdoctoral positions are available for this call. Successful candidates will be offered a maximum of a 4-year term appointment as a Postdoctoral Research Fellow at LSUHSC-S. The date on which an appointment would begin is negotiable on an individual basis but is expected to be within six (6) months of the date of the award offer.

## Eligibility Criteria

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To be eligible for the Program, applicants must meet the following criteria:

1. Be Spanish citizens.
2. Have been born in or have been a legal resident of Galicia for a continuous period of at least two years immediately preceding the application start date; or have at least one birth parent born in Galicia.
3. Have obtained a doctoral degree (PhD or equivalent) from a recognized post-secondary institution in a field of life sciences at the start of the Program. The doctoral degree must be conferred by the start of the Program but is not required at the time of application.
4. Have a proven record of research accomplishments and at least one original first author publication either published or accepted in a peer-reviewed journal at the time of application.
5. Be proficient in the English language.

## Application Materials

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There is one competition per year for the Postdoctoral Fellowship Program, based on available funds and LSUHSC-S priorities. Applications are accepted on a rolling basis (no specific submission deadline). Applicants must complete an online application form available on the Barrié Foundation website, and submit the following supporting documentation:

1. Copy of a citizenship document (e.g., national ID or passport.)
2. Applicants born outside of Galicia must provide either proof of Galician direct descent (e.g., national ID or passport of both or either parent) or proof of Galician continued residence for at least two years immediately preceding the application start date (e.g., certificate of registration in Galician Census.)
3. Recent passport-size photograph.
4. University Diploma and Doctoral certificate (or proof that the doctorate has been completed successfully or confirmation that this will be the case by the start of the Program.) Confirmation documentation may consist of an official signed letter from the Registrar's Office, graduate college, or other appropriate administrative unit, stating the submission date of the final thesis / dissertation or the anticipated date of the final defense.
5. Copy of unofficial transcripts of all graduate and undergraduate credits, in English or accompanied by an English translation prepared by the University or a certified translator. If selected will require Official Transcripts.
6. Curriculum vitae (CV), briefly detailing educational background and research experience.
7. Evidence of English Proficiency, either a copy of a valid TOEFL iBT official score report with a minimum score of 100, or a scheduled test date. Expired TOEFL certificates, and any other English proficiency tests, will not be accepted. Candidates must submit proof that they have scheduled a test date when completing their online application form.
8. Personal Statement (750-word limit.) Applicants must complete a concise statement describing their most significant research and leadership contributions. The statement should express your aptitude and motivation for applying to the Program, your career goals, and how the Program would positively influence your career development. Applicants are encouraged to contact LSUHSC-S to obtain

specific information on current research and available technical facilities and to speak with LSUHSC-S researchers working in their areas of interest.

9. Letter of recommendation by two academic referees. Applicants are required to invite two referees to provide them with a letter of recommendation (maximum of two pages, in English). Letters may be sent to the Barrié Foundation electronically or on paper depending on the referees' preference. A template for the letter of recommendation can be found on the Barrié Foundation website. During the selection process referees may be contacted by the Barrié Foundation if further information is necessary.

All applications and supporting documentation must be uploaded to the online application system. Incomplete or late applications will be deemed ineligible and will not be considered.

## **Selection Process**

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Candidates are selected through a competitive, merit-based process consisting of the following three phases: eligibility assessment, expert review, and panel interview.

### **Eligibility assessment**

All proposals are screened for formal eligibility by the Barrié Foundation staff. Any application that does not meet the key requirements outlined in the guidelines will not be sent for expert review and will not move further in the selection process.

### **Expert Review**

Eligible applications are assessed by a Selection Committee, comprised of two representatives from the Barrié Foundation and two representatives of LSUHSC-S (the Department Head and the hiring faculty member). The Selection Committee will individually evaluate and numerically score each application in accordance with the following criteria:

- i. Academic record and academic performance to date (30%)
- ii. Quality of key publications specified in the application (originality, degree of innovation, applicant's contribution in cases of multiple authorship) (40%)
- iii. Personal statement (15%)
- iv. Career potential and further academic development (15%)

All applicants will receive written notification of the status of their application within approximately 3 weeks after submission. Only shortlisted candidates will advance to the next stage.

### **Panel Interview**

Shortlisted candidates will be invited to an in-person interview at the Barrié Foundation headquarters. Virtual interviews shall be permitted only in exceptional circumstances. Such instances are considered on a case-by-case basis and a decision is made following consultation with LSUHSC-S.

Interviews will last approximately 30 minutes and will be conducted in English.

The interview will be a competency-based panel assessment. The panel will be comprised of representatives from both the Barrié Foundation and LSUHSC-S. A member of the Barrié Foundation staff will also be supporting the panel administratively.

The purpose of the interview is to enable candidates to demonstrate their commitment to pursuing an academic career; motivation for participating in the Program; ability to adapt to a challenging environment; and their potential to become outstanding representatives of Galicia in the U.S. academic community.

After the interviews are completed, applicants will be ranked in order of preference by the panel. The decision of the panel will be final and binding.

All candidates will be informed of the outcome of their interview within approximately 7 days.

Selected candidates will be asked to accept the award offer and provide pending information, if any, within the next 7 days of notification. If a candidate does not accept the award or fails to provide the requested information after 7 days, an established list of alternates will be used to fill the vacated position.

## **Program Description**

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Successful candidates will normally be offered a 4-year Postdoctoral Research position at LSUHSC-S to develop a competitive research project in areas of their choosing that are compatible with the interests of LSUHSC-S. General research areas include: Microbiology and Immunology, Cardiology, Cancer, Multidisciplinary program, and Pharmacology.

Postdoctoral fellows will have full access to facilities, seminars, and training programs of LSUHSC-S.

Postdoctoral Research positions are a full-time, in-person commitment at LSUHSC-S. The date on which an appointment would begin is negotiable on an individual basis but is expected to be within six (6) months of the date of the award offer.

Postdoctoral fellows must pass their PhD exam (or equivalent) before they can start their appointment. LSUHSC-S shall grant exceptions to the degree conferral requirements where fellows present documentation otherwise confirming completion of degree requirements. If an exception is granted, the fellow will be appointed into a Postdoctoral Research position on a conditional basis until the degree conferral documentation requirements are fulfilled, which shall not extend beyond twelve (12) months of appointment. Confirmation documentation must consist of an official signed letter from the Registrar's Office, graduate college, or other appropriate administrative unit. If a degree is not conferred or the Postdoctoral fellow does not provide evidence of degree conferral on or after the specified degree conferral date, LSUHSC-S shall have the right to dismiss a fellow from the Program.

The workweek for Postdoctoral fellows is normally at least forty (40) hours, with the emphasis placed on meeting the responsibilities assigned to the position and on the direction of the supervisor, rather than on working on a specified number of hours. Postdoctoral fellows are generally expected to function responsibly and autonomously within LSUHSC-S environment.

The responsibilities of the postdoctoral fellow include the following: actively participating on the research performed in the lab; writing, editing, and submitting research manuscripts; mentoring of junior researchers; presenting the results on seminars and conferences; keeping an update lab book that contain all the RAW data and the analyzed data; and participating in departmental seminars.

During the period of the appointment, postdoctoral fellows will broaden their expertise in association with established researchers, and research creators and to develop their profile as scholars. As researchers and research-creators in training, postdoctoral fellows will have the opportunity to make significant contributions to their chosen field. As members of research teams, they will collaborate with faculty members, contribute to scientific animation, and may assist in student supervision.

Evaluations are conducted on a yearly basis to ensure that postdoctoral fellows are making suitable progress.

Postdoctoral Research positions are not intended to be, nor to compete with, permanent professional career positions. No commitment on the part of a Postdoctoral Researcher with regard to later employment is implied or should be inferred by the offer or acceptance of an award as a Postdoctoral Research Fellow.

## Salary and Benefits

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The Program covers the following items:

**Salary.** Postdoctoral fellows will receive a minimum annual salary of \$52,000 (prior to income tax and social deductions).

**Living allowance.** Postdoctoral fellows are also awarded an annual living allowance of €12,000 for expenses related to the appointment. These funds are paid in equal monthly installments and can be used for relocation and moving costs, as well as for basic living expenses, and research costs. Funding is provided in one-year terms renewable for up to four years.

**Visas.** LSUHSC-S grants limited-term J-1 visas for non-US citizens. While LSUHSC-S and the Barrié Foundation will provide postdoctoral fellows with supporting documents for visa application, the timely securing of the visa is the sole responsibility of the fellows. Visa application processes are lengthy –the average processing time is 4-6 weeks– and fellows should plan accordingly.

**Temporary Medical Insurance and Travel Insurance.** Postdoctoral fellows will receive temporary health insurance to cover medical emergencies that may occur between the time of departure from their home country and the start date of the LSU Medical Coverage, which can take up to two (2) months.

**LSU Medical coverage and other Benefits.** Postdoctoral fellows are eligible for benefits provided by LSUHSC-S for full-time employees. For more information, please visit LSUHSC-S website. The rules, regulations and policies that govern employment at LSUHSC-S are also listed on the website.

**Housing:** LSUHSC-S does not provide housing allocation for postdoctoral researchers. However, the departments and faculty involved may assist in finding appropriate housing.

**Program activities.** Postdoctoral fellows also benefit from access to the greater community of academics including visiting scholars plus leading research facilities equipped with cutting-edge instrumentation. Fellows are invited to join regular working group meetings within their field plus career development workshops specifically designed to maximize

productivity and equip fellows to make informed career choices upon completing their postdoctoral experience at LSUHSC-S.

## Appointment Conditions

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In accepting the fellowship, successful candidates agree to the following conditions:

- i. attend in the pre-departure briefing arranged by the Barrié Foundation;
- ii. provide the required information in a timely manner to the Barrié Foundation so as to ensure the effective administration of the fellowship;
- iii. satisfy all visa requirements determined by the relevant authorities;
- iv. provide the Barrié Foundation with a short biography and photograph that can be published as a way of demonstrating the quality of fellowship recipients;
- v. carry out the project agreed and conform to the rules and code of conduct of LSUHSC-S. Full-time commitment to the project is expected during the fellowship period. Fellows considering any other activity during the Fellowship Program, must first consult with the Barrié Foundation to determine whether the proposed activity is permissible. No period of tenure may be spent in residence at another institution during the period of the Program;
- vi. attend all scheduled events and activities related to the Program;
- vii. maintain a clear and direct line of communication with the Barrié Foundation and, in particular, keep the Barrié Foundation informed if:
  - Change your U.S. address, even temporarily.
  - Suffer any injury, illness, loss, or damage to your person or property.
  - Become involved in any legal action, actual or threatened.
  - Are absent for more than four days at any one time from the Program;
- viii. remain in the United States (except for authorized absences) during the entire fellowship period. Postdoctoral fellows have the obligation of notifying the Barrié Foundation of any periods of travel or absence from LSUHSC-S during the full term of their fellowship;
- ix. comply with all applicable laws and regulations in the United States. Postdoctoral fellows must explicitly acknowledge and accept responsibility for their own status and/or obligations with regard to personal taxation under applicable law;



- x. acknowledge the support of the Barrié Foundation and LSUHSC-S in reports or other published materials that arises from the research, and other forms of media communication, including media appearances, press releases and conferences;
- xi. obtain approval of the Barrié Foundation before applying for any grant, scholarship, or funding from any public or private organization for the same or a different research project, and/or before engaging in any additional remunerated activities. No additional monetary aid or other remuneration may be accepted from another appointment, fellowship, or similar grant during the period of the Program without the written authorization of both the Barrié Foundation and LSUHSC-S;
- xii. submit a comprehensive progress report annually. These reports must be accompanied by a confidential evaluation of the progress of the award from the academic mentor/supervisor. Failure to supply these reports will result in payment of the award being suspended until such a time as they are received; and
- xiii. provide follow-up contact details for the purpose of researcher career tracking in the final report or as otherwise requested by the Barrié Foundation. The Barrié Foundation will periodically carry out a destination survey of those who have received an award, and the award holder shall agree to cooperate in responding there to. Where an award holder's contact details change post-completion of their award, the award holder shall provide updated details via their profile page on the Barrié Foundation Alumni online system.

Failure to abide by any of these terms and conditions could result in:

- suspension or withdrawal of stipend;
- dismissal from the Program; and/or
- repayment of the award in full

## **Termination**

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The Barrié Foundation, acting on behalf of LSUHSC-S, has the right to dismiss a fellow from the Program at any time, by immediate notice to the fellow in writing, in the event of:

- i. Failure to abide by any of the terms and conditions of fellowship.
- ii. Misconduct, whether in connection with the Program or otherwise.
- iii. Failure to make such progress in the project as is considered satisfactory.
- iv. Exceptional circumstances arising which would render it impossible for the fellow to complete the project satisfactorily.

- v. Breach of any local U.S. law and practices.
- vi. The discovery that the fellow has submitted fraudulent documentation.

In the event of such dismissal, the Barrié Foundation and LSUHSC-S shall have no further obligation to the fellow.

## **Publication and Intellectual Property Rights**

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All intellectual property conceived, generated, made or otherwise during the course of the Program shall be disposed of in accordance with LSUHSC-S policy.

## **Acknowledgment**

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Postdoctoral fellows must acknowledge the support of the Barrié Foundation and LSUHSC-S in publications (articles, posters, book chapters, thesis, websites etc.) of any material, whether copyrighted or not, based on or developed under the Program.

The following wording should be used when acknowledging support from LSUHSC-S and the Barrié Foundation: "This material is based upon work developed under the Postdoctoral Fellowship Program at Louisiana State University Health Sciences Center at Shreveport, supported by the Barrié Foundation and LSUHSC-S". The Program also must be orally acknowledged during all news media interviews, including popular media such as radio, television, and news magazines.

Except for articles or papers published in scientific, technical, or professional journals, the following disclaimer must be included: "Any opinions, findings, and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of Louisiana State University Health Sciences Center at Shreveport and the Barrié Foundation."

## **Data Protection**

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The Barrié Foundation and LSUHSC-S may use and share a fellow's details for purposes necessary for the administration of the Program.

By applying for the Program, each applicant agrees (i) to be contacted by the Barrié Foundation by telephone, mail, or email regarding this Program; (ii) to provide the Barrié Foundation with a short biography and photograph that can be published as a way of demonstrating the quality of recipients; (iii) and that personal data submitted by the applicant may be processed for the purpose of conducting and/or administering the Program.

## General Conditions

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The Barrié Foundation and LSUHSC-S reserve the right to modify, cancel, terminate, or suspend the Program at any time, in their absolute discretion.

The Barrié Foundation will not be responsible for any damage or harm that postdoctoral fellows may suffer during their trip to or from the United States or during their time in the United States. The Barrié Foundation shall not be liable for any loss or expenses (including airfares) for travel delays incurred by the fellow as a result of inaccurate information provided by the fellow, delays in submitting the required forms to the relevant authorities, or refusals of American authorities to grant a visa to the fellow. By applying for the Program, each Applicant agrees to be bound by these Terms and Conditions.