2024 Post-Doctoral Fellowships: Instructions

Application Instructions

1. Read all sections carefully.
2. The application is comprised of an application form and supporting documents detailed below.
3. Late or incomplete applications will not be reviewed.
4. All application materials must be submitted to HSPN by June 30, 2024.

    Submit materials electronically to: hspn@utoronto.ca.

    Subject: Fellowships

5. Requests for interviews will be received before July 31, 2024

For further questions please contact HSPN Project Manager Trisha Martin at 416-946-5023 or hspn@utoronto.ca

Required Documents

1. Application Form
2. One copy of all post-secondary transcripts *(photocopies acceptable)*
3. Curriculum Vitae
4. Research Statement
5. Two (2) samples of your academic writing, preferably published articles *(single space, 20 pages maximum each)*.
6. Applicants should also be prepared to arrange submission of Two (2) Confidential Letters of Support from individuals familiar with your research/academic background and aptitude upon successful completion of interviews.

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Information for Required Documents

1.	**Application Form**	The application form can be found online on the HSPN website: https://hspn.ca/capacity-building/opportunities/
2.	**Transcripts from all post-secondary institutions**	*Electronic Copy* Submit transcripts from each post-secondary institution attended. Be sure to include the transcript legend usually found at the back of the paper transcript. All non-English language documents must be officially translated into English and submitted together with the transcript. Transcripts with multiple pages must be scanned together into a single PDF document before sending. Be sure to scan both side of the page for double-sided transcripts.
3.	**Curriculum Vitae**	CIHR Academic or other complete CV in pdf .
4.	**Research Statement**	Complete this section carefully in the application form, adhering to the guidelines below **(maximum 3 pages, Times New Roman and minimum 12 point font size)**. You must answer each of the three sections, separately numbering each section. Submit your research statement as an attachment. Indicate your name on each page in the top right hand corner. **Section 1: the Research Problem/Issue – Maximum 1 page** Identify the research problem/issue that you plan to address while holding an HSPN Fellowship, and how you plan to investigate it. Describe the background experiences that have prepared you to undertake this study. **Section 2: Fit with HSPN Research Foci – Maximum 1 page** HSPN fosters cross-sectoral collaborative research and produces new knowledge about the measurement, evaluation and improvement of health system performance across the continuum of health care services. We encourage applications with a particular emphasis on equity measurement and advancement in the health system. With this in mind, please address the questions under the headings below: *HSPN* Demonstrate your interest in HSPN. Why do you want to be part of HSPN? How would an HSPN Fellowship benefit you as a scholar? How do you see HSPN potentially shaping your career trajectory? What would you bring to the HSPN network (e.g. disciplinary perspectives, skills and abilities, etc.)? *Research Foci* Explain how your proposed research project fits within the areas of research and focus as identified on the HSPN website, and how your project will contribute to HSPN's growing body of knowledge. You must also indicate which HSPN network member would be best suited to support/mentor your research and explain your rationale for the selection. Refer to the HSPN website: http://hspn.ca. **Section 3: Knowledge Translation – Maximum 1 page** Describe the implications of your research for the health and well-being of Ontarians, and what approaches you will use to ensure your research findings are meaningful to providers and decision-makers in the Ontario health system.

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5.	Two Academic Writing Samples	Writing samples will help assess an applicant's scholarly merit and aptitude to publish further. Include samples from current work. Samples of first author publications in high impact journals are ideal. Papers written for graduate courses are also acceptable.
6.	Letters of Support	Prepare to have letters sent via e-mail (hspn@utoronto.ca). Letters must be sent directly by the referee using their department letter head. Electronic signature or scanned signed documents are accepted. Two letters of support will be required for successful candidates from individuals familiar with your research and academic background and aptitude.

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