Postdoctoral Fellows

Update: March 9, 2018
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Faculty of Science Policy

Postdoctoral Fellows (PDFs) are individuals who have completed their doctorates within the previous five years and are seeking further research experience under the supervision and mentorship of one or more faculty members. A primary objective of Postdoctoral Fellows is to enhance their academic profiles (e.g., publication record, research experience), thereby strengthening their opportunities for careers in scientific research or academia. The mentorship role (or training role, in the parlance of NSERC) of the supervisor(s) is crucial to the development of the Postdoctoral Fellow as an independent researcher.

The duties of Postdoctoral Fellows, in addition to research, may also include the teaching of undergraduate and graduate courses and the work of assisting their faculty mentor(s) with the supervision of undergraduate and graduate students. Postdoctoral Fellows are not permitted to supervise or co-supervise graduate students, but they may serve on the supervisory committees of graduate students.

In some circumstances, Postdoctoral Fellows may be appointed on a part-time rather than a full-time basis.

The University of Regina Senate Bylaws preclude Postdoctoral Fellows from membership in the Faculty of Science Council; furthermore, Postdoctoral Fellows do not have voting privileges at departmental meetings.

The Vice President (Research) is the executive member responsible for Postdoctoral Fellows at the University of Regina.

Terms of Reference

1. **Eligibility.** A Postdoctoral Fellow is an individual who (i) will be awarded a doctorate within six months of the start date of the appointment, or who (ii) has been awarded, by start date of the appointment, a doctoral degree within the previous five years (which may be extended for individuals who were required to delay or interrupt their careers [e.g., for parental or medical leave]).

2. **Funding.** The salary and statutory benefits of a Postdoctoral Fellow are funded in one of two ways:
   a. **Internally,** whereby the Postdoctoral Fellow is funded through a combination of:
      i. Research grants and/or contracts of the supervisor(s);
      ii. Departmental funds, if applicable;
      iii. Faculty of Science funds, if applicable;
      iv. Teaching stipends, if applicable.
   b. **externally,** whereby the Postdoctoral Fellow is funded through a combination of:
      i. An external granting agency [e.g., NSERC Postdoctoral Fellow, PIMS Postdoctoral Fellow, etc.];
      ii. Research grants and/or contracts of the supervisor(s), if applicable;
      iii. Departmental funds, if applicable;
      iv. Faculty of Science funds, if applicable;
      v. Teaching stipends, if applicable.
3. **Term.** The term of appointment of a Postdoctoral Fellow is normally one year (minimum) to three years (maximum). Renewals of postdoctoral appointments are possible, but no individual may hold a postdoctoral appointment for more than five years in total. The renewal of a Postdoctoral Fellow may be contingent on factors such as:
   a. the availability of funding
   b. satisfactory performance.

Therefore, the Letter of Appointment should be clear about the conditions, if any, for renewal.

4. **Resources.** Office and laboratory spaces for Postdoctoral Fellows, as well as computer resources, are the responsibility of the supervisor(s); normally, these are arranged in consultation with the Department Head. The Faculty of Science will request that the Postdoctoral Fellow’s email address remain active for one year following the completion of the term.

5. **Teaching.** If teaching duties form part of the Postdoctoral Fellow appointment, then this expectation must be included in the letter of offer; teaching assignments are made by the Department Head.

6. **Minimum Salary.** The minimum salary, not including statutory benefits (Employment Insurance, Workers Compensation Insurance, Canada Pension Plan), for a full-time Postdoctoral Fellow is $30,000 per annum, prorated to the term of the appointment. Proposals at less than this minimum salary will not be approved by the Dean of Science.

7. **Vacation.** It is recommended that vacation time for Postdoctoral Fellows follow the URFA vacation entitlements for academic staff: 20 working days per year, during the first two years and, after the completion of two years of continuous service, 25 working days per year in the remaining years.

8. **International Candidates.** Postdoctoral Fellow appointments to individuals who are neither Canadian citizens nor Permanent Residents of Canada are exempt (exemption code C44) from the Labour Market Impact Assessment under the Government of Canada’s Temporary Foreign Worker Program.

### Related Information

- Postdoctoral Fellow Appointment Procedures
- Postdoctoral Fellow Appointment Letter Template