Research Ireland Fellowship Programme 2025

Call for Submission of Applications

Key Dates	
Call Announcement	2nd April 2025
Deadline for Submission of Applications	14th May 2025, 13:00 Dublin, Ireland local time
Proposed Start Date	6th Oct 2025

Contents

1. Intrduction

Taighde Éireann – Research Ireland aims to build a world-class research system for the prosperity of our people and planet - connected, creative, inclusive. An important strategic pillar of the new agency is the commitment to enabling excellent talent in Ireland by creating a suite of programmes that are aimed at developing, attracting and retaining talent across the ecosystem. Research Ireland recognises Ireland as a knowledge-based economy and understands that investing in researchers and supporting them in their career progression is essential in creating a positive research culture.

The Research Ireland Fellowship Programme provides an exciting opportunity for successful applicants to develop their careers through experiencing, first-hand, the diversity of activities carried out by a funding agency, *through 2 one-year placements in Research Ireland*. Research Ireland is keen to be part of a framework that enables researchers to seek and secure diverse career opportunities in areas such as industry, research funding and administration, public administration and government affairs. This Programme will provide an opportunity for Fellows to develop key skills that will assist them in securing roles such as these.

The Research Ireland Fellowship Programme 2025 Call provides opportunities for postdoctoral researchers of eligible Research Bodies[1] to undertake placements in two of the following Teams (for further details on each Team, please see Appendix 1: Research Ireland Team Details):

- Challenge Research
- Corporate Communications
- Education & Public Engagement
- Enterprise Partnerships
- Individual-Led Research

- International
- Research Centres
- Research Policy
- Researcher Development
- Strategy

The specific objectives of the Programme are to:

- Provide applicants interested in pursuing a career in research administration, for example in an Irish or international funding agency, with experience of the duties and activities involved in such organisations.
- Provide applicants considering a transition from academia to the private sector and/or the public sector with relevant experiences and skills.
- Provide applicants interested in pursuing a career in academic research with a holistic overview and understanding of a funding agency.

---

[1] https://www.researchireland.ie/about/policies/

- Provide applicants with an interest in public and stakeholder engagement an opportunity to gain experience in education and public engagement within a funding agency.
- Provide interested applicants with the opportunity to gain experience in research policy, strategic development and implementation.
- Enhance knowledge transfer between Research Ireland and its partner organisations.
- Research Ireland seeks to create a flexible and knowledgeable workforce with a broad and deep skill base and is committed to building future skills and developing potential through its competency framework.

Research Ireland's Internal Equality, Diversity, and Inclusion (EDI) Strategy 2023-2028

Research Ireland is committed to building equality, diversity, and inclusion (EDI) within the Agency staff and the Irish research and innovation sector. The Agency's EDI vision is to support a workplace in which all staff can work, grow, and thrive in a fair environment defined by dignity and respect.

Research Ireland's Internal Equality, Diversity, and Inclusion Strategy 2023-2028 [2] is underpinned by six cross-cutting goals and a number of key objectives that focus on creating an inclusive culture, supporting EDI skills & training, obtaining and retaining diverse talent, ensuring the responsible collection of EDI data, promoting professional development & leadership opportunities for all staff, and harnessing internal and external collaborations to contribute to the Agency's broader EDI initiatives.

Oversight of the EDI governance structure sits within the office of the Research Ireland CEO, with day-to-day responsibilities delegated to the Human Resources Team. The Agency has an active EDI Committee that supports HR in the strategic implementation of the Internal EDI Strategy and organises a number of educational opportunities for all levels of staff.

Furthermore, as part of its EDI Strategy, Research Ireland also aims to increase awareness of the sex and gender dimension in research, by requesting that researchers demonstrate that they have considered any potential biological sex and/or socio-cultural gender aspects in their proposed research programme.

---

[2] https://www.sfi.ie/about-us/governance/internal-edi-strategy/Internal-EDI-Strategy.pdf

2. Programme Details

2.1. Programme Structure

The Research Ireland Fellowship Programme is open to researchers with a PhD who are nearing the end of their current contract. Successful applicants must be able to commence the Research Ireland Fellowship placement during October 2025.

A Fellowship placement will be offered for a period of 24 months. For successful applicants, the placement will be based full-time in Research Ireland for a continuous period. Research Ireland endeavours to select and develop candidates who are open to taking on new projects outside their current experience and have ongoing flexibility and interest in career progression and development.

Research Ireland Fellows will rotate within or across Teams in Research Ireland to gain wide experience, spending one year in each of two different Teams. Where possible, Fellows will be assigned to work in the Research Ireland Team outlined within their application as the most appropriate fit for their skillset, however, this cannot be guaranteed as placements will be dependent on a number of factors (Fellow skills profile, organisation needs and capacity of a Research Ireland Team to provide training). Further details on the duties and responsibilities for the various Fellowship positions in each Team are outlined in Appendix 1. Research Ireland Fellows will be provided with training both on commencement and throughout the duration of their Fellowship, internally and, where appropriate, externally. The Fellows will also be assigned to a Research Ireland staff member (i.e. Research Ireland Supervisor) who will provide support and guidance to the Fellow for the duration of the Fellowship Programme. A personal development plan will be agreed with the Research Ireland Supervisor and will be reviewed periodically during the placement.

Successful Fellows will be recognised as an employee of their current Research Body for the duration of the Fellowship grant. The application must therefore be supported by the Research Body's Vice President for Research (or equivalent) and a Line Manager. Applicants are advised to discuss their application with their proposed Line Manager as they will take administrative responsibility for the Fellow if the application is successful (see Section 3 for more details).

Successful applicants will have a Specific Purpose Contract/Research Funded Contract with their Research Body and will be paid by their Research Body in accordance with their contract. All terms and conditions associated with the Fellow's Contract of Employment with their Research Body will apply. Research Ireland will liaise directly with HR

Departments within the relevant Research Bodies to inform them of applications awarded under the call.

2.2. Definitions

Fellow (Applicant)	A researcher who holds a PhD at the time of application and who holds a temporary contract in an eligible Irish Research Body. The Fellow will be hosted by Research Ireland.
Line Manager	The Line Manager based in the applicant's Research Body will take administrative responsibility for the Fellow if the applicant is successful. The Line Manager will carry responsibility for arranging salary, leave entitlements and other administrative duties for the Fellow within the Research Body while the Fellow is participating in the Fellowship Programme. Line Managers must be members of the academic staff of an eligible Research Body. Depending on the Research Body's internal HR processes, the Line Manager may be responsible for initiating the request for the Fellow's contract.
Research Ireland Supervisor	Upon joining Research Ireland, the Fellow will be assigned a Research Ireland staff member who will be responsible for setting goals and objectives and assisting with on-the-job training in their assigned Team.

2.3. Eligibility Criteria of Applicant

Applicants must:

- Hold a doctoral degree.[3]
- Be on a research contract in an eligible Research Body[4] at the time of application.
- Be in a position to take a period of 24 months (continuous and full-time) away from their current research activities within the Research Body, starting in October 2025.
- Have a right to work in Ireland with a work visa/permit (if applicable) for the duration of the Research Ireland Fellowship placement.

One to two years of Postdoctoral experience is an advantage.

Applicants must apply through, and have the support of, their **current Research Body** as described in Section 3.1.

---

[3] http://www.sfi.ie/funding/sfi-policies-and-guidance/eligibility-related-information/PHD-equivalence-policy_September_2018.pdf

[4] https://www.researchireland.ie/wp-content/uploads/2024/10/Research-Ireland-Eligible-Research-Body-Policy.pdf

Researchers who are employed under a Contract of Indefinite Duration are not permitted to apply.

Note: Previous successful applicants to the predecessor programme, the SFI Fellowship Programme are ineligible to apply. Applicants who have an application under review for another of Research Ireland's Fellowship-type programmes or the Pathway Programme will not be permitted to accept both awards if both applications are successful.

2.4. Eligibility Criteria of Research Body

The Research Body is the body responsible for the overall financial and administrative co-ordination of research programmes supported by research grants from Research Ireland. The Research Body will administer the funds of successful Fellowships and will remain as the Fellow's employer for the duration of the placement in Research Ireland. The grant will be administered by the Research Body of the applicant. Research Bodies must be situated in the Republic of Ireland and be eligible for Research Ireland funding. A list of Eligible Research Bodies is available on the Research Ireland website.[5]

It is essential that applicants wishing to apply to the Research Ireland Fellowship Programme have the support of their current Research Body. Please see Section 3.1 for further details on Research Body Approval.

2.5. Funding

The maximum Research Ireland contribution to a Fellowship grant is dictated by the Research Ireland Team Member Salary Scale over a 24-month period, which is subject to a maximum of the Experienced Post Doctoral Researcher level 2B Point 4.

i.   Eligible Direct Costs

A salary contribution for the duration of the Fellowship Programme can be requested by applicants, details of which must be included on the Research Ireland Fellowship application form.

- Requests must align with the appropriate point on the Research Ireland Team Member Salary Scales (Level 2A Point 1 to Level 2B Point 4).[6] Salary contributions for successful candidates are subject to the maximum of Level 2B Point 4 on the Research Ireland Team Member Salary Scales. Please note:

---

[5] https://www.sfi.ie/funding/sfi-policies-and-guidance/eligibility-related-information/
[6] https://www.researchireland.ie/wp-content/uploads/2025/02/RESEARCH-IRELAND-TEAM-MEMBER-SALARY-SCALES.pdf

- the current salary of the applicant must be indicated on the application form (see Appendix 2) signed by the Research Body. Based on this information, successful applicants will be awarded a contribution to salary on the subsequent point on the Research Ireland Team Member Salary scale.
- Applicants will be entitled to one increment increase for months 13-24 of the Fellowship Programme, subject to the maximum of point 6 for Level 2A and point 4 for Level 2B. [Please note that once individuals reach the top of the relevant scale, no further increments will be applied].

ii.   Eligible Indirect Costs:

Research Ireland also makes an indirect or overhead contribution to the Research Body, which is reflected as a percentage of the direct costs. Overheads are payable as a contribution to the Research Body for the indirect costs of hosting or facilitating Research Ireland-funded programmes and are intended to enable the Research Body to develop internationally competitive research infrastructure and support services. All awards are made directly to the Aapplicant's Research Body[7]. General overheads should not be included in the requested budget to cover costs incurred directly as a result of the Fellowship award.

2.6.   State Aid and Research Ireland Grant Funding

As per Research Ireland's Grant Conditions (inclusive of Research Ireland's General Terms & Conditions, Letters of Offer and Research Ireland Policy documents), all Research Ireland funding granted is subject to, and must be compliant with, State aid legislation based on Article 107(1) of the Treaty on the Functioning of the European Union (TFEU)[8].

---

[7] https://www.sfi.ie/funding/sfi-policies-and-guidance/budget-finance-related-policies/
[8] Commission Notice on the notion of State aid as referred to in Article 107(1) of the Treaty on the Functioning of the European Union TABLE OF CONTENTS (europa.eu)

3. Application Procedure

To apply to the Programme, the four documents listed below must be completed and submitted as a single pdf file via https://api.occupop.com/shared/job/research-ireland-fellowship-programme-1b766 by the **submission deadline of 13:00 on 14 May 2025**. Incomplete or late applications will not be considered.

1. **Completed Application Form.** See Appendix 2 for details. As part of our commitment to the standards of research integrity, the Research Ireland Fellowship application form requires applicants to answer the following statement: *"At no time has an allegation of research misconduct been upheld against me, nor am I aware of any current allegation, investigation or enquiry in this regard."* For Applicants who answer "Incorrect", additional information on the details of the allegation/investigation/enquiry, and the outcome will be required. Failure to complete this self-declaration will result in the application being deemed ineligible.

2. **CV (max. 2 pages)** Please keep the details of your research achievements to a minimum, communicating any relevant skills and administrative experience in support of your application. The use of a template is not mandatory for applicant CVs; however, applicants are advised that reference to metrics such as journal impact factor, h-index, and total number of publications are not permitted.[9]

3. **Personal Statement (max. 2 pages)**
   a. Applicants should provide a statement to demonstrate their interest in and suitability for the Fellowship. Applicants should indicate which Team(s) they see as the most appropriate fit for their skillset and why (see Appendix 1 for details of each Team). This will be taken into consideration, alongside the expertise of the candidate, capacity/staffing status and needs of the organisation.

4. **Line Manager Letter of Support (max. 2 pages)**
   a. A letter of support from the proposed Line Manager is mandatory for the application and if not provided will render the application ineligible. The letter of support must not exceed two pages in length. The proposed Line Manager within the eligible Research Body must supply a letter of support that:
   b. includes details of the applicant's current funding award, details of the funding body and details of the postdoctoral researcher's current remuneration level as aligned to the **Research Ireland Team Member Salary Scales.[10]**
   c. confirms that they will take administrative responsibility for the Fellow if the applicant is successful.

---

[9] Research Ireland is a signatory of the San Francisco Declaration on Research Assessment (DORA) and is a member of the Coalition for Advancing Research Assessment (CoARA). To this end, all types of research output are recognised, and Research Ireland is committed to assessing the quality and impact of research through means other than journal-based metrics and research performance-based metrics such as impact factors and H-index. For further information and resources, see www.sfi.ie/funding/sfi-policies-and-guidance/narrative-cv-dora/.

[10] https://www.researchireland.ie/wp-content/uploads/2025/02/RESEARCH-IRELAND-TEAM-MEMBER-SALARY-SCALES.pdf

d. references the applicant's current contract and its end date, and the applicant's availability to take up the Fellowship.

e. if relevant, confirms the applicant's right to work in Ireland.

Once applications are received and reviewed, suitable candidates will be selected and invited for interview.

When applying for the Research Ireland Fellowship Programme, applicants are asked to give due consideration to the start date for the Fellowship which will be **October 2025.**

Applicants are expected to be familiar with and consult the Research Ireland Grant General Terms & Conditions, policies, and positions which may be reviewed from time to time in advance of submitting their application to a Research Ireland programme call. The following policies are of particular relevance to the Research Ireland Fellowship Programme:

Intellectual Property Management

Intellectual Property (IP) should be managed according to the policies set out in the Government publication: **Ireland's National IP Protocol 2019** and must comply with State Aid Regulations.[11] Fellows acknowledge and agree that any Intellectual Property arising from the performance of his/her duties with Research Ireland, or provision of services to Research Ireland, shall belong to and be the absolute property of Research Ireland, and staff members undertake not to dispute Research Ireland's ownership of such Intellectual Property.

Conflict of Interest

Research Ireland recognises that applicants may have a prior relationship with an academic or industry partner engaged in an application for funding to Research Ireland. An actual or potential conflict of interest occurs when a Research Ireland staff member is in a position to influence a decision that may result in a personal gain for that person or for a related person as a result of Research Ireland business dealings. For the purposes of this policy, a related person is any person who is related by blood or marriage, or whose relationship with the staff member is similar to that of persons who are related by blood or marriage. Where a potential conflict of interest exists, Research Ireland requires that it is disclosed by the applicant to Research Ireland as soon as they become aware of the actual or potential conflict(s).

---

[11] http://www.sfi.ie/funding/sfi-policies-and-guidance/national-policies-sfi-positions/

3.1. Research Body Approval

A Research Body must demonstrate its support for an application to the Research Ireland Fellowship Programme by providing the signature of the Vice President for Research or their representative on the Fellowship application form, and a letter of support from a Line Manager in which they confirm that that they will take administrative responsibility for the Fellow if the applicant is successful. For successful applicants, the costs associated with the Fellowship will be issued to the Research Body as a research grant and all aspects of the Fellowship, including employment contract and terms and conditions, will be managed by the Research Body. The Letter of Offer for the grant will be issued to the Vice-President/Dean for Research and it is anticipated that the nominated Line Manager will liaise with the Research Body's HR function in relation to the issuing of employment contracts etc.

Applicants should ensure that they give the signatory approver enough time prior to the Research Ireland application deadline to review the application. Please note that many Host Institutions specify internal deadlines for this procedure. Prospective applicants are advised to contact the Research Office in their Research Body for guidance.

4. Selection Procedure

Following submission, all applications are checked for compliance with: non-technical mandatory criteria (e.g., all sections have been completed, page numbers have not been exceeded, and the required Letter of Support has been included); technical mandatory criteria (e.g. employment/qualification status, including the right to work in Ireland for the duration of the Research Ireland Fellowship Programme if needed, and that all other relevant eligibility criteria have been met); and any other requirements outlined in the call document. Applications identified as ineligible at this stage will be declined without review.

Following confirmation of eligibility, candidates will be shortlisted by Research Ireland, and shortlisted applicants will be invited to attend an interview. Research Ireland will convene an interview panel which will include representatives from Research Ireland. Applicants will be interviewed to assess suitability based on their motivation for participating in the Fellowship and their relevant expertise and experience.

Applicants should be able to demonstrate the following attributes:

- Familiarity with technical tools (e.g., MS Office, in particular Excel and PowerPoint)
- Strong communication skills
- An interest and willingness to work in an office/administrative environment
- Strong attention to detail
- An interest/training in structured innovation processes and entrepreneurship
- A passion for Ireland to have an engaged and scientifically informed public
- An interest in research policy and information analysis
- Project management skills and experience
- Be a self-starter with the ability to work under pressure and multi-task

Candidates invited for interview will undergo a competency-based interview process where they will be asked to provide examples of how they have demonstrated experience across a range of competencies. Interviews are likely to be held in-person but may be held remotely via the Zoom meeting platform. Research Ireland expects that candidates who are invited for interview will have a high-level understanding of Research Ireland. Applicants who are successful at interview will be offered a Fellowship, subject to satisfactory reference checks and approval of the Fellowship award by Research Ireland.

5. Placement Agreement

For successful applications, it is a requirement that a Placement Agreement be signed by the Research Body and Research Ireland prior to commencement of the placement. This agreement will clearly define the expectations, roles and responsibilities of each party (Fellows, Research Ireland and the Research Body).

6. Further Information

Please read this call document thoroughly. Frequently Asked Questions (FAQ) are available on the Research Ireland Fellowship Programme webpage.[12] For general queries, including eligibility queries, please contact the Research Office of the Research Body that you intend to submit your application through. For additional information or clarification, contact: fellowship@researchireland.ie

Blended Working Policy

The role will be based in the Research Ireland office located in Three Park Place, Hatch Street Upper, Dublin 2, Ireland, D02 FX65. Research Ireland operates a blended/flexible working model.

---

[12] https://www.researchireland.ie/funding/research-ireland-fellowship-programme/
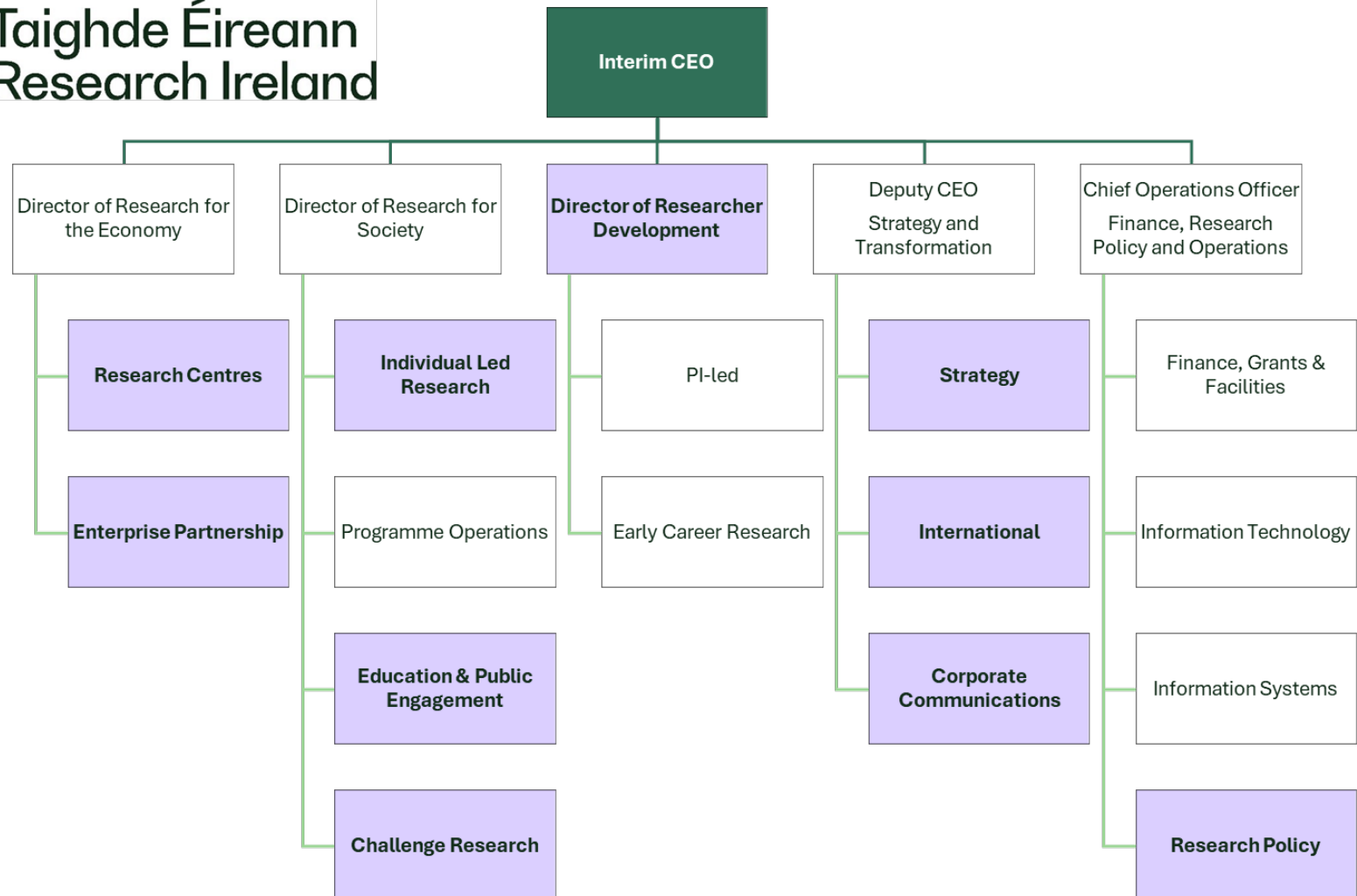
Appendix 1: Research Ireland Team Details

Figure 1: Research Ireland Organogram. Eligible teams for Fellowship rotations are bolded and highlighted in lavender

Research for the Economy

Research Centres and Enterprise Partnerships are the two Teams within Research for the Economy.

Research Centres:

The Research Ireland Centres Team is responsible for managing Research Ireland's network of world-leading research centres. This network currently consists of 15 multi-disciplinary, multi-institutional centres that work at the interface between academia, industry and society. The Team also manages two Co-Centres established under a partnership with Northern Ireland's Department of Agriculture, Environment and Rural Affairs (DAERA) and UK Research and Innovation (UKRI). The Team manages the performance of these Centres, ensuring they meet key performance indicators and cost-share targets, and deliver impact for Ireland through the cutting-edge research they undertake. The Team also develops and operates programmes that identify, support and fund new Centres. The Team works with stakeholders across Ireland's innovation ecosystem on developing strategies and policies that underpin this network, allowing it to respond and adapt to address key national and international challenges.

Enterprise Partnerships:

The Enterprise Partnerships Team drives engagement with stakeholders to facilitate opportunities for national and international funders, philanthropic organisations and enterprises to foster research and innovation in partnership with academic researchers. The Team champions the development of strategic co-funded initiatives which support outstanding research that will assist industry to grow and flourish in Ireland, and underpins a strong, sustainable economy and better society in Ireland. The Team is responsible for the management of key collaborative programmes including the Research Ireland Strategic Partnerships Programme and the Industry RD&I Fellowship Programme, as well as the new Research Ireland Accelerating Research to Commercialisation (ARC) Hub programme.

A Fellow placed within the one of the Research for the Economy Teams would typically have the opportunity to:

- Support Scientific Programme Managers on the development and management of novel programmes and initiatives
- Learn about best-in-class international peer review and performance management processes that enable Research Ireland to drive maximum benefit from world leading research
- Harness data analytics and visualisation power to derive actionable knowledge from the data

- Improve communication and influencing skills by developing briefing documents for government departments as well as Research Ireland's broader stakeholders on the impact of existing collaborations, as well as promotional content to raise awareness of research partnership opportunities
- Engage with government agencies and develop an extensive network of contacts

Research for Society

Individual-Led Research, Challenge Research and Education & Public Engagement are the three Teams within Research for Society.

Individual-Led Research

The individual-led research (ILR) Team manages a number of key programmes including Frontiers for the Future, the Pathway Programme and Research Infrastructure and Innovate for Ireland. These programmes are focused on supporting excellent independent researchers and to build research capacity, expertise and reputation through funding excellent scientific research. The Team is also responsible for the management of Research Ireland's suite of international partnerships, including with the UK Royal Society, the Engineering and Physical Sciences Research Council (EPSRC) and the US-Ireland R&D Partnership programme with both the US National Science Foundation (NSF) and the National Institutes of Health (NIH). In addition to the pre-award function of developing and delivering these programmes, monitoring of grant performance once the award is funded is a key activity for the ILR Team with over 400 active awards in our portfolio. Progress site visits and annual reports are used to assess performance, develop impact case studies and to assess return on investment. A Fellow placed within the Individual-Led Research Team would typically have the opportunity to:

- Support Programme Managers in the management and delivery of programmes that create a globally competitive research capacity for Ireland
- Implement world-leading, best-practice review processes for selecting research funding proposals with the highest potential for impact
- Develop innovative approaches for monitoring and optimising performance from individual schemes
- Generate data and evidence to develop knowledge insights on the portfolio of research funded and talent pipeline
- Improve communication skills by developing summary documents to support the evaluation of funding proposals and reports for internal and external stakeholders

Challenge Research

The Challenge Research Team is responsible for the development and delivery of challenge-based funding[13] opportunities for Research Ireland. Challenge-based funding models are an increasingly prevalent tool used by governments, philanthropists and other funders to drive research, development and innovation activities toward addressing significant societal challenges with the aim of driving societal benefit. Challenge-based funding is used to bring

---

[13] https://www.sfi.ie/challenges/

interdisciplinary teams together and is focused on delivery of a solution, maximising the potential for societal impact. Research Ireland works with co-funding partners in the scoping of challenge areas. The Team engages closely with funded teams through regular meetings and organises training and other activities for teams as they progress through a number of stage-gates before competing for Prize Awards.

The Team is also responsible for Research Ireland's Public Service Fellowship and the agency's entrepreneurial training programme which provides training and support to researchers in evidence-based entrepreneurship.

A Fellow working within this Team would have the opportunity to research and scope new challenge areas as part of the development of new challenge-based funding programmes. Part of this work would include the evaluation of international comparators and engagement with a range of external stakeholders as part of a team effort. Fellows would be required to use their expertise in the selection of international reviewers and would support all aspects of call initiation, promotion, application processing, evaluation and post-award monitoring. As part of this Team, Fellows might also have the opportunity to assist in the organisation and delivery of briefing and training workshops. The Team is also interested in exploring the possibilities for optimising approaches for policymakers and public engagement aligned with both the Research Ireland Public Service Fellowship and Challenge portfolios.

Education & Public Engagement

Research Ireland is dedicated to fostering an engaged, research-informed public in Ireland. Our Education and Public Engagement (EPE) Team champions initiatives that ignite curiosity, promote science/research literacy, and empower researchers to connect with diverse audiences. We believe research is truly impactful when it is shaped and informed by the society it serves. The EPE portfolio supports a wide range of activities that support public engagement with research and researchers' engagement with wider society, including the Discover programme (a competitive call to support others to deliver education and public engagement), the Curious Minds schools programme and Science Week. The Team works closely with the Research Ireland Centres and also manages the Irish European Space Education Resource Office (ESERO) programme, co-funded by the European Space Agency (ESA) and Research Ireland, and the 'Science in Ireland Barometer'.

- https://www.sfi.ie/engagement/curious-minds/
- www.scienceweek.ie
- www.esero.ie

A Fellow placed within this Team will be passionate about Ireland having an engaged and scientifically informed public and about empowering broader participation in STEM

research. Engagement with society in meaningful ways is becoming a major differentiator in STEM research, a rotation with the EPE programme will help you build expertise in this area.

A Fellow placed within the Education & Public Engagement Division may have the opportunity to work on an EPE-focused project in areas such as the exploration of new and effective ways of reaching underrepresented groups, the scoping, design and development of interventions, horizon scanning and review of national and international comparators and in data analysis and evaluation of EPE activities.

A Fellow placed within the Education & Public Engagement Division will also have the opportunity to:

- Assist in the management and delivery of initiatives to promote engagement of the Irish public with STEM e.g., Science Week
- Coordinate and support the development of collaborations and partnerships that enable the implementation of EPE activities
- Assist in the funding programme calls, building experience of how and why these programmes work e.g., Discover Funding
- Assist in the promotion of EPE activities through development of case studies and impact studies

Strategy and Transformation

Strategy, International and Corporate Communications are Teams within Strategy & Transformation.

Strategy:

The Strategy Ream supports the CEO, Board, and Senior Leadership Team in the development and implementation of Research Ireland's strategy, and in overseeing and monitoring Research Ireland's overall performance. This includes reporting against KPIs and metrics, gathering performance data, and evaluating the effectiveness of programmes. We also input to and report progress against national and departmental strategies such as Impact 2030 and the Climate Action Plan. We support the CEO, the Senior Leadership Team, and the Board with strategic insights about Research Ireland's progress and evidence to inform Research Ireland's key strategic decisions.

A Fellow placed within the Strategy Team will have the opportunity to:

- Research international best practice of new practices and processes for Research Ireland e.g., new funding mechanisms, new review processes, new agency activities
- Trial and experiment with new funding agency activities, practices and processes
- Oversee and monitor Research Ireland's progress against its new strategy, using advanced data analytics tools
- Liaise with national and international stakeholders to progress Research Ireland's Corporate Plan
- Support development of Research Ireland's organisational strategy/Corporate Plan
- Support the Strategy Team in ensuring the timely completion of Research Ireland's annual Research Outputs census of all the achievements of Research Ireland's funded research community
- Monitor progress of Research Ireland actions in national plans such as the national science strategy Impact 2030
- Analyse the Research Outputs data and agree policy recommendations
- Collaborate with the Department of Further & Higher Education, Research, Innovation and Science (DFHERIS), Department of Enterprise, Trade & Employment (DETE) and Department of Public Expenditure & Reform (DPER).

International:

Research Ireland International Team helps develop global research cooperation for Irish researchers to engage with the best from academia and industry across Europe and worldwide, in addition to reinforcing Ireland's standing as a top-class research-performing nation. Team members have the opportunity to build and maintain strategic international collaborative partnerships and engage with stakeholders from across Government and the consular network. Working with the International Team on European and Global affairs will

present Fellows with the opportunity to develop their networks. Fellows will work closely with the Irish Consular network and through engagement in EU-facing organisations, receive a solid understanding of the European Research Area. A Fellow placed within the International Team will have the opportunity to:

- Improve communication skills, working with researchers, other funding agencies and government departments to develop programmes that satisfy the needs of all stakeholders. They will engage and advocate for fresh and meaningful opportunities for partnership across Research Ireland's strategic strengths internationally.
- Prepare briefing requests for internal and external stakeholders, including EU related and wider international updates, Departmental reporting requests and working with the Embassy network
- Act as the key liaison between the International team and Research Offices for the dissemination of important events, funding opportunities and information
- Develop significant knowledge of the many facets of EU funding and the instruments available to the wider research community and industry
- Gain insights and experience in the management processes required for Research Ireland's engagement with EU Partnerships Joint Transnational Calls across pre-award through post-award and assist in scoping the research landscape for upcoming partnership opportunities across a wide range of research disciplines
- Engage in broader EU Partnership activities and support the delivery of tasks assigned to Research Ireland
- Be a key support in the organisation of international events such as Research Ireland's St Patrick's Day Medal and International Missions and play an important role supporting the International division in the promotion of events and opportunities to maximise the potential of researchers and research activities we fund
- Work with colleagues to update the internal and external websites with fundamental information and upcoming International activities and engagements.
- Generate data and evidence in support of EU funding leveraged by Research Ireland Teams through liaising with and supporting National Contact Points, National Delegates and Research Ireland Centres in ongoing European activities

Corporate Communications

The Corporate Communications Team is responsible for the design, development, and delivery of Research Ireland's marketing and communications strategy, working in collaboration with the Senior Leadership Team. It operates on a daily basis everything you would expect a very busy communications Team to be doing - brand and reputational management, public affairs, storytelling, marketing, design, website, social and traditional media engagement, event management, media announcements of awards, sponsorship/partnership, etc.

 We would like a Fellow to join our Team to assist us in telling our stories in an innovative way to our stakeholders, promoting the benefits that supporting public research and innovation brings to our economy and society.

A Fellow placed within the Corporate Communications Team would typically have the opportunity to be involved in:

- Developing stories and features to explain the research and innovation that we support throughout the HEIs.
- Engage in planning events, announcements, photo-ops, etc.
- Draft press releases and case studies working in partnership with internal teams, funded researchers and HEI Communications Offices.
- Support and developing content for our website and social media platforms.
- Working with colleagues across the agency support key communications associated with our programmes and events such as Science Week.
- Engage with key stakeholders, including our parent Department of Further & Higher Education, Research, Innovation and Science.

Researcher Development

The Researcher Development Team fund excellent research across STEM and AHSS. Its focus is on ensuring that exceptional researchers are supported to develop their ideas across the key stages of their career, with a significant focus on supporting early career researchers and building through the career pipeline to support the development of Ireland's research landscape.

Early Career Researchers:

The early-career funding programmes provide the opportunity for individual researchers to lead in the development of their own research ideas with a scholarship or fellowship in their own name with programmes available both at postgraduate and postdoctoral level e.g Government of Ireland Scholarship Programme and the Enterprise Partnership Scheme.

Principal Investigator-led research:

Programmes supporting principal led researchers include the Laureate Awards, and COALESCE which supports excellent research addressing national and global challenges.

Research Networking and engagement awards:

These awards fund researchers to pursue actions and engagement to cultivate capacity building, research actions, transnational collaboration through travel grants (e.g Ulysees), conference and workshop development (e.g. New Foundations), along with a range of other outputs. Some of the awards are funded in partnership with government departments and agencies, enabling researchers to focus on areas of policy, including global development.

European partnerships and support:

The Researcher Development Team develop and maintain Irish links within European research networks and support national membership of large-scale research infrastructures in the arts, humanities and social sciences. These areas include: European Research Infrastructure Consortia (ERICs) in AHSS area; European programmes such as HERA and CHIST-ERA and the DOROTHY MSCA COFUND as well as support for engagement in Horizon Europe (including IMSCO).

A Fellow placed within the Researcher Development Team portfolio would typically have the opportunity to:

- To develop your knowledge and skills in a research assessment and management setting.
- Support programme managers through specific project-based work that contribute to the work of Researcher Development

- Contribute to communications of excellent research funding by contributing to briefings, communications campaigns, and engagement with research community.
- The opportunity to interact with diverse national and international stakeholders.

Finance, Operations and Research Policy

Research Policy:

The Research Policy Team manages the development and implementation of evidence-based policy which supports strong research governance across all Research Ireland programmes. The Team's objectives are to ensure that a robust policy framework exists to support that the programmes of research underpinning the Grants awarded by Research Ireland are undertaken with reference to the Research Ireland Grant Conditions inclusive of the Letters of Offer (which the Team also manage) and associated policies. These include those aligned with national/international guidelines e.g., Research Integrity, in addition to those prescribed by law, such as State aid. The Team regularly collaborates with international stakeholders and is at the forefront of developing a number of innovative policies and procedures in areas such as Open Science; Equality, Diversity, and Inclusion; Research Data Management; Research Integrity; and Responsible Research Assessment.

A Fellow placed within the Research Policy Team would typically have the opportunity to:

- Review international best practice regarding research policy and governance and integrate into existing Research Ireland policies and procedures where relevant.
- Advise programme managers across all directorates on a number of pre- and post-award activities related to research policy.
- Work with the Information Systems team in improving business processes to support the implementation of policies and procedures at pre- and post-award level.
- Conduct data analysis to examine the impact of policy implementation.
- Consult with community stakeholders to inform policy development and implementation.
- Engage with a network of international collaborators to deliver policy objectives.
- Engage with Research Ireland's legal and auditing advisors on policy development, implementation and review.

Appendix 2: Research Ireland Fellowship Application Form

Name of Applicant	
Research Body	
Do you have a right to work in Ireland, with a work visa/permit (if applicable), for the full duration of the Fellowship? (Y/N)	
Should you be successful, are you in a position to start the Fellowship during October 2025? (Y/N)[14]	

Please outline any actual or potential conflict of interest that may arise if successful in being appointed to a Fellowship position within Research Ireland.

Please answer the following statement by placing an X in the appropriate box: *"At no time has an allegation of research misconduct been upheld against me, nor am I aware of any current allegation, investigation or enquiry in this regard."*[15]	
Correct	
Incorrect	
If you have answered "Incorrect", please provide details in writing of the allegation / investigation / enquiry, and the outcome.	

---

[14] Please note that the proposed start date for the Fellowship is October 2025
[15] Failure to complete this self-declaration will result in the application being deemed ineligible.

Salary			
Current Salary (€)			
Requested Salary[16] (€) *Please indicate the point requested on the Research Ireland Team Member Salary Scales (e.g., Level 2A point 2)*			
	Year 1	Year 2	Total
Gross Salary	€	€	€
Employee PRSI	€	€	€
20% Pension Charge	€	€	€
Total	**€**	**€**	**€**

Line Manager	
Name of Line Manager	
Position	
Email	

Signatures for Acceptance and Agreement	
Signature below confirms that the Research Ireland Grant General Terms and Conditions have been read and understood; that the Research Body ensures the applicant meets eligibility requirements and is supportive of the candidate's application to be considered for a Research Ireland Fellowship position and that the applicant will upon receipt of the grant be recognised as an employee of the Research Body for the duration of the grant.	
Institutional Signatory Authority (VP Research or representative):	
Name	
Position	
Research Body	

[16] Requests must align with the appropriate point on the Research Ireland Team Members Salary Scales (Level 2A Point 1 to Level 2B Point 4) https://www.researchireland.ie/wp-content/uploads/2025/02/RESEARCH-IRELAND-TEAM-MEMBER-SALARY-SCALES.pdf

Signature	
Date	
Email	

Research Ireland Fellowship Applicant:	
Signature	
Date	

Appendix 3: Application Checklist

Description	Requirements
Application Form	All sections fully completed including Institutional Signatory
CV	**Maximum two pages**
Personal Statement	Provide details on your motivation for applying to the Fellowship Programme. Communicate skills and experience relevance to the organisation and specific Research Ireland Teams of interest. **Maximum two pages**
Line Manager Letter of Support	Confirming that they will take administrative responsibility for the Fellow if the applicant is successful (see section 3 for more details). **Maximum two pages**

Please submit your completed application (application form, CV, Personal Statement and Letter of Support) as a single pdf file via https://api.occupop.com/shared/job/research-ireland-fellowship-programme-1b766

For all queries contact fellowship@researchireland.ie