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Rational for Submission:	
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For Faculty Senate Use Only	
Assigned to Committee:	

# Postdoctoral Associates

## Overview

Postdoctoral associates, commonly known as postdocs, are scholars who have completed a doctoral degree and who have joined the University to advance their research training while working under the supervision and mentorship of full-time faculty. A postdoctoral associate position is a limited trainee position and not intended for long-term or career appointments. Postdoctoral associate positions may be funded either through University sources or through externally sponsored grants. For those in the latter category, see the Old Dominion University Research Foundation Employee Handbook for additional employment information.

## A. Duties and Responsibilities

Postdoctoral associates are expected fulfill the following duties and responsibilities:

- Continue training in their specialty area under the mentorship and supervision of full-time faculty;
- Conduct research and scholarship and publish the results when appropriate;
- Exercise limited supervision over research staff;
- Write and submit grant proposals and serve as co-principal investigator, when appropriate;
- Submit funding proposals to federal agencies and other sources as they relate to their individual professional development; and
- Complete other duties as assigned.

Postdoctoral associates typically do not teach courses but may be approved to do so by their faculty mentors in exceptional circumstances.

## B. Recruitment Process

Postdoctoral associates must ordinarily be appointed with a competitive search. Hiring units must gather the following information as part of the search process:

- A description listing the duties and responsibilities of the position;
- The name of the academic department or research center, as well as the faculty mentor who will be directing the individual;
- Confirmation that sufficient funding is available to fund the position through externally sponsored funds or other sources for a minimum of one year;
- The curriculum vitae of the proposed candidate; and
- A description of how the candidate was identified and why the particular recruitment mechanism was selected.

Faculty mentors are strongly encouraged to recruit postdoctoral



shall together develop individual

scholarship and permit compliance with University policies. The postdoctoral associate may make copies of their research and scholarship data. It is strongly recommended that a co-authorship and data-sharing plan be negotiated between the faculty mentor and postdoctoral associate prior to initiating each project and that those agreements are put into writing.

### **G. Subsequent Employment**

It is expected that postdoctoral associates will ordinarily seek employment outside the University upon completion of their terms. A postdoctoral associate may

Postdoctoral associates may receive leave payout upon their termination without cause or for cause.