

# EMBO Young Investigator Programme

## **Application guidelines**

**Application deadlines 2018:**

Pre-applications to the EMBO Young Investigator Programme: 3 April 2018

Full applications to the EMBO Young Investigator Programme: 21 June 2018

**EMBC Member states:** Austria, Belgium, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Turkey, and United Kingdom

**EMBC Associate Member states:** India, Singapore

**Cooperating partner country:** Taiwan

**EMBO subject areas:** Cell Cycle, Cell & Tissue Architecture, Cellular Metabolism, Chromatin & Transcription, Development, Differentiation & Death, Evolution & Ecology, Genome Stability & Dynamics, Genomic & Computational Biology, Immunology, Membranes & Transport, Microbiology, Virology & Pathogens, Molecular Medicine, Neuroscience, Plant Biology, Proteins & Biochemistry, RNA, Signal Transduction, Structural Biology & Biophysics, Systems Biology

**Contact:** [yip@embo.org](mailto:yip@embo.org)

**EMBO YIP Committee 2018:**

Gerhard Christofori (CH)

Enrico Coen (UK)

Christoph Dehio (CH)

Antonella de Matteis (IT)

Carlos Dotti (ES)

Darren Gilmour (DE)

Karim Labib (UK) (chair)

Laura Machesky (UK)

Yitzhak Pilpel (IL)

Irmi Sinning (DE)

# EMBO Young Investigator Programme application guidelines

Application to the EMBO Young Investigator Programme (YIP) is via a two-stage online application process (pre-application and full application upon invitation) as described below.

Please check the eligibility criteria before applying.

Should you have questions regarding your application, please contact [yip@embo.org](mailto:yip@embo.org).

## Eligibility

Applications are accepted from candidates who meet the following criteria:

- Applicants should have been an independent group leader for at least one year at the pre-application deadline (3 April) and less than four years on 1 January in the year of application.
- Applicants should have an excellent track record.
- Candidates must do research in the life sciences (see EMBO subject areas) in an EMBC Member State or an EMBC Associate Member State (currently India and Singapore). Special provisions are made for scientists based at Taiwanese institutes, as part of the Taiwanese-EMBO/EMBC cooperation agreement.
- Applicants are expected to have obtained sufficient funding to run their laboratory.
- Applicants must have published at least one last author research paper in an international peer reviewed journal from independent work carried out in their own laboratory.
- Applicants must be 40 years old or younger on 1 January in the year of application, unless exceptional circumstances have significantly delayed career progression.
- Applicants must be able to attend an interview in Heidelberg, Germany, on 9 or 10 October 2016.

### Please note:

- We accept 'last author' research papers that are in submission by the deadline (3 April 2018). Last author reviews are not accepted.
- For female candidates with children, both the limit of four-years since independence and the age limit of 40 years are automatically extended by one year per child.
- For male applicants with children, the limits can be extended by the actual time taken off as paternity leave or – if their partner is working at least 80% FTE (full-time equivalent) – 1.5 months per child, whichever is longer.
- Illness and extended military service are considered as exceptional circumstances on a case-by-case basis. Special provision may also be made for clinical scientists. If you feel your circumstances warrant an extension of the eligibility periods, please contact the EMBO Young Investigator Programme office ([yip@embo.org](mailto:yip@embo.org)) for advice before applying.
- Independence is defined by:
  - Being able to apply for grants in one's own name and reporting directly to funding agencies.
  - Being able to submit manuscripts as last author ('corresponding author' is not considered equivalent to 'last author').
  - Being responsible for supervising graduate students and/or post docs in one's own lab.

Please contact the YIP office for eligibility advice before applying if:

- you require an extension of the eligibility period due to illness, extended military service or other exceptional circumstance;
- your transition to an independent group leader did not involve a formal change in position;
- you are unsure whether you meet our criteria for an independent group leader.

## Application process

Application to the EMBO Young Investigator Programme is via a two-stage application process. Applications must be made via the EMBO online system. The application includes an online form for the scientist as well as an offline application form (a protected Word form to download), both of which must be completed. Please refer to the application guidelines below before starting your application.

### Timeline 2018

Deadline for pre-applications	3 April, 14:00 CEST
Pre-application results announced	31 May
Full applications invited	31 May
Deadline for full applications	21 June
Panel interviews	30 & 31 October
Results announced to applicants	by 2 November
Results announced publicly	by 14 November

### Application procedure

#### Stage 1, pre-application:

- Applicants are asked to submit basic information about their scientific career and track record via the online application system.
- After the pre-application deadline on 3 April, applicants will receive a confirmation that their pre-application has been received and is complete.
- Pre-applications of eligible applicants are sent to the EMBO Young Investigator Committee for pre-screening.
- Following pre-screening, approximately 50 applicants will be invited to submit a full application and attend an interview with the selection committee. All candidates are informed of the outcome of their pre-application by email.

#### Stage 2, full application:

- Applicants who pass the pre-screen step are invited to submit a full application by 21 June.
- Full applications are sent to an EMBO Member, who is an expert in the area of the applicant's research for a confidential review.
- All candidates are interviewed by the EMBO Young Investigator Committee on 30 & 31 October 2018.
- A final decision is made at the EMBO Young Investigator Committee meeting, and candidates will be informed of the outcome of their application by email.

## PRE-APPLICATION

The deadline for completing the pre-application is 3 April 14:00 CEST

annually. The pre-application consists of:

- an online form
- an offline form to be filled out and uploaded via the EMBO online application system.

In the online form, you will be asked to provide:

- basic CV data
- a short summary of your ongoing research (2000 characters, including spaces)
- details of three referees
- your ORCID ID (if you do not have one, please register at <https://orcid.org/register>)
- a PDF version of the completed offline form. **Please follow the guidelines below.**

**References** from three scientists (preferably former supervisors) form part of the pre-application documents and **must also be completed by the deadline (3 April 14:00)**. The referees can be listed and activated before the rest of the application is completed. Once referees are “activated”, the system will automatically contact these scientists, asking them to submit their letter of reference via the online system; the application form will remain open for editing.

We strongly recommend that you complete/activate your referee details at least 4 weeks before the deadline. If you are a re-applicant and wish to re-use a previous letter of reference, please fill out the name and postal address of the referee, but enter [yip@embo.org](mailto:yip@embo.org) into the email field; the YIP office will copy the reference letter from your most recent application.

It is your responsibility to check that the referees have received the request and complete the form. Reference status is listed under the link to the application form on the “home” page of the EMBO application system. If a referee does not receive the reference request, please contact the YIP office ([yip@embo.org](mailto:yip@embo.org)), so that the request can be resent.

Further instructions for completing the online form can be found in the EMBO application system.

### PRE-APPLICATION OFFLINE FORM

Please download the offline form (protected Word form) from our website and fill out following the guidelines below.

- The form should be completed in Helvetica or Arial font, size 10.
- Margins should not be altered.
- The form should be saved in PDF format for upload via the online system.

#### Curriculum vitae

- Provide your professional experience and education in reverse chronological order i.e. with the most recent information first.
- Please include the month and year for the start/end dates. These should correspond to the dates entered in scientific CV & current position section in the online form.
- In general the committee values mobility, but recognizes that there may be specific reasons why a candidate may have remained at / returned to a former supervisor’s institute. If applicable, please explain in brief.

- The 'Other relevant information' section should include only relevant CV information and cannot exceed five lines.

### Publication list

- Publications should be listed in a compact format, such as that used in *The EMBO Journal*.
- Please emphasize your own name in bold, and (where appropriate) italicize members of your own independent laboratory.
- Example: *Thiru A, Nietlispach D, Mott HR, Okuwaki M, Lyon D, Nielsen PR, Hirshberg M, Verreault A, Murzina NV, Laue ED*. Structural basis of HP1/PXVXL motif peptide interactions and HP1 localisation to heterochromatin. *EMBO J.* (2004) 23: 489-499
  - Please sort your publications into the categories shown by the headings, listing:
    - published or in-press primary research articles from different career stages in the relevant 'Publications arising from...' sections;
    - manuscripts submitted to peer-reviewed journals in the 'In submission' section;
    - reviews, comments, book chapters etc. in 'Other publications'.
- If a publication from your independent group is co-authored by your former supervisor, please briefly explain his / her contribution.
- EMBO is a signatory of DORA and does not use journal-based metrics such as impact factor during the assessment process. Please do NOT include these in your publication list.

The first two pages of the *YIP full application offline form* are almost identical to the *YIP pre-application offline form*; we therefore advise you to keep a copy of the pre-application form, so that you can copy and update the relevant information should you reach the final selection stage.

## FULL APPLICATION

Applicants who are selected for interview will be asked to submit a full application.

The full application requires further information in the online application form including:

- a list of your grants,
- a list of your lab members,
- a short description of your institute.

An offline application form (*YIP full application form*) must also be completed and uploaded as a PDF. This form requires you to provide the following. For more detailed instructions, please see additional guidelines below.

- (again) your CV and complete publication list (to allow inclusion of any updates since 3 April)
- a summary of each of your three best papers;
- a description of your research vision (no longer than two pages).

### FULL APPLICATION OFFLINE FORM

#### Curriculum vitae and publication list

- Please complete as described for the pre-application form above
- Additionally, please underline your three best publications

#### Your three best publications

- Please provide details of your three best publications, including a summary and a short explanation of why you chose each paper (max. 1000 characters including spaces).

### **Research vision (two pages maximum, excluding bibliography)**

- Applicants should describe the research themes and future directions of their lab.
- Any figures are included in the page count. Figures can be added by using copy/paste or by dragging a jpg/png file into the text (the “insert” menu is not available in protected forms).

You may inform us via email of any EMBO Members you would like to exclude from reviewing your application.

## **Selection**

The EMBO Young Investigator Committee is looking for the best and most promising young independent researchers in Europe. The primary selection criterion applied by all EMBO committees is scientific excellence.

Other aspects that the EMBO Young Investigator Committee will pay special attention to when making their decisions are:

### **TRACK RECORD**

- Are the publications to date an indication that this is an outstanding scientist?
- (Please note that EMBO is a signatory of DORA and does not use journal-based metrics such as impact factor for evaluation.)
- Has the applicant shown a willingness to change research area, which is an indication of an ability to tackle new and important problems?

### **RESEARCH**

- Is the proposed research ambitious and likely to lead to novel contributions in the field?
- Does the applicant have the potential to become a future leader in their field?

### **GROUP AND RESEARCH ENVIRONMENT**

- Is the research environment conducive to competitive research?
- Is the number of laboratory members and the available funds sufficient to undertake the described research?

### **INDEPENDENCE**

- Is the candidate intellectually and financially independent? What is the influence of former supervisors and institute heads on the candidate's current research?