

GUIDE FOR APPLICANTS



AIAS-SHAPE FELLOWSHIPS 2023-2024



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AIAS-SHAPE Fellowships 2023-2024

1 The AIAS-SHAPE fellowship Programme

1.1 About SHAPE

SHAPE – Shaping Digital Citizenship is a research centre which aims to promote democracy and active citizenship in a world which is characterised by data and algorithms. The goal is to generate knowledge at a high international level as well as contributing to the public debate, business communities and civil society. SHAPE is a knowledge-seeking, open centre at which a cross-disciplinary approach is regarded as a necessity; and where collaboration with politicians, decision-makers, organisations and other stakeholders is given high priority. SHAPE wishes to contribute to the development of the digital democratic society of the future: locally, nationally and internationally. Read more on: <https://shape.au.dk/en/>

1.2 About AIAS

Curiosity-driven and independent research for excellent scholars worldwide and across all research disciplines is the hallmark of Aarhus Institute of Advanced Studies (AIAS). As an 'Institute for Advanced Study', AIAS brings researchers together across disciplines, seniority and nationality. AIAS offers fellowships for excellent researchers from all core academic disciplines to pursue cutting-edge research projects for the benefit of society and humankind in optimal research conditions. The daily encounter with the diverse research disciplines at AIAS provides fellows with fresh and different insights and perspectives on their own research, leading to new and unexpected research questions and ideas.

An AIAS-SHAPE fellowship gives the possibility to explore the methodologies and approaches taken in other scientific disciplines, thus making cross-disciplinary inspiration and initiatives possible. Read more on: www.aias.au.dk

1.3 The Fellowship Programme

The purpose of the joint theme-based fellowship programme between AIAS and SHAPE is to engage an interdisciplinary and international group of excellent researchers in the research projects and themes prioritized by SHAPE. The theme of this call is **'Democracy and Digital Citizenship.'**

During the fellowship, fellows will investigate the relationship between data/algorithms and democracy/citizenship, and thereby contribute to SHAPE's collective task of developing insights into digital citizenship. Suggested projects can draw on theories and methods from all academic fields in investigating topics in which data and democracy are at stake.

Applications are individual but the five selected fellows will work together with each other and with the relevant researchers at Aarhus University, during the ten months. Fellows will receive training in interdisciplinary dialogue and are expected to contribute, via their own research agenda, to the larger research aims defined by SHAPE.

An AIAS-SHAPE fellowship provides fellows with the possibility of collaborating and sharing knowledge with other researchers with an interdisciplinary approach to research within the selected

AIAS-SHAPE group, in the multidisciplinary and international environment of excellence at AIAS, and at SHAPE, Aarhus University.

This offers the individual fellow with a unique opportunity to focus on developing the research, while also interacting and collaborating with researchers with different research perspectives within the same research theme. In order to ensure the collegial and collaborative approach among the group, the fellowship will begin with a joint workshop hosted at AIAS or a remote location.

During the course of the fellowship, a number of joint research activities will be organized depending on the need and interest of the involved researchers from SHAPE. The fellowship will end in June with a joint conference where key findings and ideas for further collaborations and research projects will be presented to relevant stakeholders and interested participants. The AIAS-SHAPE fellows must be based in Aarhus and situated physically in the AIAS building in order to participate in the academic life of AIAS and SHAPE.



2 When, how and what to apply for

2.1 Who can apply

The programme's target group is **talented researchers with an interdisciplinary research profile and interest in the theme of the call**. Researchers from **all nationalities and research disciplines** within the scope of the call are eligible to apply.

2.2 Duration of the fellowship

The duration of a fellowship is **ten months**. The fellowship period should be consecutive, and therefore it is not possible to split up the fellowship period into smaller parts. The fellowship is a full-time position and it is not possible to prolong the fellowship by working part-time. **The fellowship starts 1 September 2023 and ends 30 June 2024.**

2.3 Eligibility

In order to be eligible to apply for the AIAS-SHAPE programme two conditions apply:

1) Academic eligibility: Applicants must hold a PhD degree (or equivalent) at the time of the application deadline.

2) Application eligibility: The application must be complete and comprehensive and contain all mandatory documents. All mandatory documents must meet the requirements listed below, including format, page limitations and necessary content.

All applications are screened and will be rejected if one or both conditions are not met.

3 Application system, application requirements and content

Below is an overview of the content needed in the application template, and the flow in the online application system '[GrantOne](#)' The template is divided into three parts in the application system:

- 1) **Applicant**
- 2) **Application**
- 3) **Consent**

3.1 Applicant

The following information about **the applicant** should be provided:

- Name (as stated in your passport)
- Private address
- Postal code
- City
- Country
- Email
- Phone number
- Date of birth
- Gender (for statistical purposes only)
- Nationality

The following information about the **Home institution** should be provided:

- Home institution (name, address and country)
- Department

Academic title

Date of completed PhD:

- Year of completed PhD: When selecting the year of completed PhD in the application system, the year must be identical with the date stated on the diploma.
- Upload the PhD diploma. The diploma must be written in the Latin alphabet. If not, a certified translated copy must also be attached. (Mandatory upload, file unloaded in Pdf.)

CV:

- CV and publication list: a maximum of ten pages. The CV must describe your personal background, education and career until now; and a selected list of your recent publications and/or publications in relation to the theme (Mandatory upload, file uploaded in Pdf.)

3.2 Application

Area of research

Please select your **main area of research**. The areas are indefinable with the faculties of Aarhus University:

- Natural Sciences
- Technical Sciences
- Health & Medical Sciences
- Business & Social Sciences
- Arts & Humanities

A second main area of research

If your research is in more than one main area, please select a second main area of research, if applicable.

Project title

The title should provide the reader with a general idea of what the project is about. (Max 100 characters in textbox)

Short abstract (Max 500 characters in textbox)

The abstract should provide the reader with a clear understanding of the objectives of the proposal and the motivation and approach to the theme. This summary will be used as the short description of the proposal in the evaluation process when communicating with the reviewers. It must therefore be short and precise and should not contain any confidential information.

Collaborations or connections at Aarhus University (Max 500 characters, in textbox)

Established collaborations at Aarhus University are not a requirement, but such collaborations are in many cases helpful for a successful fellowship. Please state if connections to AU research environments have already been established and describe plans for further cooperation and note the contact information of the collaborator.

Project description (Max three pages, mandatory upload in Pdf.)

The project description should give the reader a clear and comprehensive understanding of the specific research project in relation to the theme. **Applications must have a detailed project description** since the reviewers cannot evaluate poorly defined proposals adequately. The project description should be a clear, convincing and compelling account of the proposed research theme and include:

- Own research agenda and experience in relation to the specified theme and interdisciplinary research.
- Description of method/ theoretical approach.
- Motivation, vision and contribution towards development of the theme in an interdisciplinary group.
- Considerations of expected research impact/outcome of the fellowship.

Project plan (Max one page mandatory upload in Pdf.)

A timeline or Gantt chart of the proposed project description.

Please make sure that all the requested information is included in the application, and that the mandatory files are uploaded. **If the requirements are not met, the application will be rejected.**

3.3 Consent

A consent form must be filled in to consent that Aarhus University and Aarhus University Research Foundation can process all personally identifiable data in accordance with applicable personal data regulations and to confirm that the information provided in the application system is correct.

4 Assessment and selection

4.1 Assessment criteria

The fellowship applications will be assessed based on the evaluation criteria below:

- Scientific excellence of the project description (quality and relevance of the research plan).
- Interdisciplinary consideration of motivation and contribution to the theme.
- The potential of the applicant to reach the expected outcome and impact.
- Match and combination of the applicants as part of a collaborative group.

4.2 Review and selection panel

After the application deadline, applications will be subject to an eligibility screening. A review and selection panel will evaluate each eligible proposal and make the final selection. The review and selection panel is consisting of members from SHAPE affiliated researchers, covering a broad range of disciplines, and the AIAS management. Applicants will receive offers in April 2023.

5 The fellowship

The following is included in a fellowship:

- A full salary equivalent to the Danish wage levels and based on individual merits and seniority.
- The journey to Aarhus (economy class only – and up to a maximum of 2000 euro).
- Expenses related to visa and work permit applications, if applicable.
- A standard computer, office supplies etc.

6 Timeline

- Opening of call: November 2023.
- Deadline for applications: 1 February 2023 at 12.00 (noon) CET.
- Evaluation period: February-April 2023.
- Applicants will receive answers: April 2023.
- Fellowship periods begin: 1 September 2023.

7 Working at AIAS and in Denmark

7.1 Benefits and services at AIAS

The AIAS-SHAPE fellows will be employed at the Aarhus Institute of Advanced Studies, and will receive an employment contract. Foreign employees are entitled to social security benefits in Denmark. The employment contract will specify the most important terms and conditions of the employment such as salary, income-based contribution to a pension fund, holiday allowance, working hours, etc.

The AIAS-SHAPE fellows can expect assistance with practical and logistical matters that may arise from pre-arrival to post-departure. AIAS has dedicated relocation employees who, in collaboration with the International Academic Staff Services at Aarhus University, will be of assistance in solving matters regarding visa applications, relocation, accommodation, language courses, spouse support, childcare options, finding schools for accompanying children, etc.

7.2 Employment conditions

The AIAS-SHAPE fellows will be recruited in accordance with collective agreement for state-employed academics. Terms of pay and employment are regulated by the collective agreement for state-employed academics. The Aarhus University work conditions will allow researchers to combine family and work, children and career.

- 37 hour work week (full-time – part-time is not possible)
- 5 (+ 1) weeks paid holiday annually
- Salary paid during illness
- If you have a sick child, you are entitled to stay at home with your child under the age of 18 on the first two days of illness with full salary

Foreign employees are covered by the same rules and regulations as Danish employees, and are therefore covered by the Danish social security system and entitled to social security benefits. Social security in Denmark is tax-funded, i.e. as a fellow you will not have to pay health insurance contributions or long-term healthcare insurance. Danish taxes are high. However, more attractive and special taxation rules (known as “The researcher taxation rule”) are applicable to most foreign researchers. The HR Department at Aarhus University and the Danish tax authorities will be able to advice foreign researchers whether they qualify for the special tax rate for foreign researchers.

7.3 Life in Aarhus

Right next to the sea and to ancient forests, the City of Aarhus lies as a vibrant urban environment surrounded by the beauty of nature. Aarhus is an open, inclusive city where there is room for everyone.

With a population of 335,000, Aarhus is Denmark's second-largest city and the fastest-growing in the country. In the past ten years, the city has received 15,000 new residents and created 20,000 new jobs, the majority within the knowledge, service and innovation industries.

Being a city of engaged citizens, innovative businesses and students from all over the world, Aarhus is characterised by a strong spirit of cooperation and social cohesion.

Aarhus has often been called the ‘City of Smiles’, and is proud of this nickname. Unpretentious, easy-going, fresh, optimistic, ambitious and buzzing with life. The City of Aarhus's vision is that Aarhus is and continues to be a good city for everyone.



Photo of the campus area (the yellow buildings) and part of the city, 2005. Photo: Erik W. Olsson

More information about Denmark can be found on www.workindenmark.dk - a public organization that offers practical information and general advice on all issues related to working in Denmark.

8 Sources of help and additional information

For additional information regarding the application process or the AIAS-SHAPE programme in general, please feel welcome to contact:

Programme Manager, Helle Villekold at helle@aias.au.dk

The programme has received funding from the Aarhus University Research Foundation (AUFF) and Aarhus University. For further information about AIAS, please visit www.aias.au.dk. For further information about SHAPE, please visit: <https://shape.au.dk/en/dk/en/>

