



## **CYPRUS CENTRE FOR BUSINESS RESEARCH**

### **Doctoral/PostDoctoral/Senior/Visiting Research Fellowships**

#### Purpose, Duties, Main Activities, Criteria, and Person specification

#### **Purpose of Fellowship & Duties of Fellows**

The Cyprus Centre for Business Research aims to engender, facilitate, promote, and disseminate research relating to the field of Business broadly conceived in Cyprus and abroad. Those elected Research Fellows will be welcomed into a community of researchers and practitioners. They will be expected to contribute to this community, create networks, and spurn new research.

The duties of Fellows involve communicating and collaborating with other members of the Centre and of the Institute; contribute to the Centre's Business Bulletin and its academic journal (by sitting on the editorial team and by acting as peer reviewers); actively participate at the Centre's annual conference – in short, be active members of CIM's research community. Centre Fellows will be bound by the terms of their Fellowship and will report to the Centre's Director and the Board.

#### **Main Activities & Responsibilities**

- Participate physically in meetings with the Director and other members of the Research Centre as may be requested. In the case of remote Research Fellows, participation in meetings can be arranged via Skype.
- Act as members of the editorial board of CIM's academic journal if requested. This can include soliciting, reviewing, and selecting journal articles.
- Contribute to the Centre's Business Bulletin, which is sent out once every two months to business executives in Cyprus.

- Work independently to develop a strong academic network regionally and internationally and seek potential research collaborations.
- Attend conferences and participate in research seminars organised by the Institute.
- Help organise the CIM's annual conference and present at it.
- Fellows are expected to present their own academic work at conferences or research seminars outside CIM.
- Promote the mission and objectives of the Cyprus Centre for Business Research and of CIM more broadly at international conferences and meetings.
- Provide ideas and recommendations in regards to the promotion of the Research Centre.
- Discuss regularly with the members of the Research Centre about future plans and research.
- Seek research funding (primarily for EU-funded projects).
- Include the name of the Centre and of CIM on academic journal publications where possible.
- Carry the Centre's affiliation in all academic events (conferences, meetings, workshops, etc.) and act as ambassador of the Centre and of CIM.

### **Additional Duties**

- **Communication**

Fellows are required to have continuous communication with the Director and other members of the Research Centre and to participate in any discussions they may be asked to.

- **Teamwork**

All Fellows are expected to work in teams, while individual Fellows are expected to act as team leader and lead teams within their area of research. Fellows are expected to develop research collaborations and work with other members of the Centre as well as with external researchers.

### **Research Allowance**

No salary will be offered, but there is a research allowance, which Research Fellows can access. Research allowance is offered per activity:

- Journal article submission fee allowance: up to 200 Euro
- International conference registration fee allowance: up to 300 Euro

- International conference travel, accommodation, and subsistence allowance: up to 300 Euro
- Allowance for organising a conference at CIM: up to 300 Euro

**Criteria for receiving research allowance include:**

- Article submission at a 2\* and above journal
- Allow the Centre to republish the article in its journal and to host it on the website
- The Centre will pay only for participation at an international conference that is directly related to Fellow's research expertise/interests
- CIM and the Centre must be acknowledged for their financial assistance in all cases

**\*\*The above are offered only once per year**

**Additional Benefits**

- Free use of CIM libraries
- Access to CIM databases and library resources
- Members of a community that includes CIM alumni, associates and academic/business contacts
- Basic administrative support for writing research proposals
- Business cards and CIM email account
- Online presence on our website

**All Fellowships are of one-year duration and all are eligible for renewal**

**Person Specification**

- PhD or equivalent that was undertaken in a cognate area of Business (those applying for a Doctoral Research Fellowship must be towards the latter stages of their PhDs)
- Possession of expertise in an area relevant to the mission of the Centre.
- Evidence of published research in high-quality journals appropriate to the individual's academic stage.
- Experience or proven potential of managing research projects.
- Excellent written and verbal communication skills.

- Ability to present, explain, and account for research ideas to mixed audiences, including non-experts.
- Evidence of research collaborative skills.
- Ability to participate and develop academic and business networks.
- Commitment and ability to be an activity member of the Centre's community, including attending meetings regularly. Fellows based abroad are asked to commit to visit the Centre at least once a year.

### **Application and Contact Details**

Application forms can be obtained from the Centre's website or by e-mailing us at [research@cima.ac.cy](mailto:research@cima.ac.cy)

Please send your completed application form, along with an updated CV, to [research@cima.ac.cy](mailto:research@cima.ac.cy)

### **Incomplete applications will not be considered.**

For informal enquiries, please contact us at [research@cima.ac.cy](mailto:research@cima.ac.cy)