**Postdoctoral Fellows (page 13.5 of the Appointments Handbook).**

<http://isites.harvard.edu/icb/icb.do?keyword=k15149&pageid=icb.page72072>

Description

This appointment is made to enable the individual to continue his or her studies ***under the general supervision*** of one or more Harvard faculty members. Designated supervisors will ordinarily hold the rank of professor, associate professor, assistant professor, senior research fellow, or Bauer fellow in the FAS Center for Systems Biology, or Rowland Institute research fellow.

To hold an appointment at this rank, the candidate ***must have received a doctoral degree*** at the time of appointment. Ordinarily, the candidate will have earned a doctorate recently. The ***appointment is made annually*** and may not exceed 12 months. Individuals may ordinarily serve in this category, whether full- or part-time, for a maximum of three years. Postdoctoral fellows may not be designated as "principal investigator" or "project director" without the explicit approval of the FAS Committee on Research Policy (as noted in the FAS online publication “Managing Your Research”). Please see http://www.postdoc.harvard.edu/index.html for additional information about postdoctoral fellow appointments.

Appointment/Search Procedures

No search is required for:

a. Unpaid appointments.

b. Appointments to be paid through postdoctoral research fellowships awarded directly to the fellow.

c. Non-renewable employee postdoctoral fellow appointments.

d. Appointments of individuals who are continuing work begun while graduate students at Harvard.

e. Appointments of individuals who move to Harvard as part of an ongoing research team under the supervision of a newly-appointed tenure-track or tenured faculty member.

f. Appointments involving transfer from “unpaid” to “paid” status when there is a temporary need to prevent the interruption of research due to lapses in outside funding.

g. Appointments in cases where a faculty member or principal investigator is acting as formal supervisor of a successful grant application that is the work of the candidate and entirely dependent upon his/her employment.

A ***search is required for all other appointments***.

Some departments may find it convenient to place an annual advertisement in an appropriate professional journal indicating the general availability of positions in their areas. Other suggested recruitment methods include advertising each position, posting open positions on the department’s webpage, and consulting rosters of minority and women candidates. Advertising copy indicates that Harvard is an Equal Opportunity/Affirmative Action employer and inquiries must specifically express interest in minority and women candidates. Care should be taken to avoid language that could be construed as discriminatory with regard to age.