

## Postdoc and Fellows Champion | Roles & Responsibilities

Postdoc and Fellows Champions are academics who:

- advocate for and provide support to postdocs and fellows
- ensure postdoc and fellows voices are well-represented at the departmental level
- act as connectors between departments and the [Early Career Researcher Institute](#)

Alongside your [Postdoc and Fellows Reps](#), Postdoc and Fellows Champions provide support to early career researchers in their own departments for a minimum of 4 hours per month.

The types of activities champions might be involved with include:

### Career Support

- Organising and signposting to upcoming training and development opportunities, career focused workshops and seminars.
- Informal guidance and insights on career progression pathways.
- Promoting teaching opportunities available to postdocs and fellows within the department.
- Signposting to mentoring programmes at Imperial or recommending mentors as appropriate.
- Be familiar with and raise awareness of the [Concordat to Support the Career Development of Early Career Researchers](#).
- Promoting and encouraging the use of the ten development days written into research staff contracts.
- During Annual Review Conversation seasons, promote career development resources provided by POD and ECRI to PIs, postdocs and fellows within the department.

### Community and Wellbeing Support

- Promoting and proactively taking action to create a supportive departmental culture.
- Taking an active role, together with Postdoc and Fellows Reps and department staff, in organising social and networking events. Helping to foster community and reduce isolation.
- Encouraging and facilitating networking between postdocs and fellows from different research groups and other staff within and across departments.
- Championing early career researcher recognition within departments and making recommendations for the ECRI newsletter recognition feature.

- Signposting to wellbeing support and resources.

## **Advocacy and visibility**

- When the views or feedback of postdocs and fellows necessitates departmental action, the Champion can coordinate and participate in meetings with postdoc representatives, the Head of Department, or other senior management to ensure the needs of ECRs are effectively met and their unique challenges addressed.
- Discuss with Head of Department and other senior management how Postdoc and Fellows Champion and Representative initiatives align with departmental objectives for ECRs, ensuring cohesive support efforts.
- Influencing and shaping policies and procedures to support postdocs and fellows both within the department and organisation wide.

## **Access to funding**

- Promoting and signposting funding opportunities relevant to departmental postdocs and fellows.
- Liaising with the Head of Department and other senior management to advocate for a department budget for early career researcher events.
- Reviewing applications to ECRI funds, including Seeds for Success, Wings for Ideas and Julia Higgins Postdoc Collaborative Research Fund.

## **Other**

- With departmental support, ensure a departmental distribution list for postdocs and fellows is maintained and regularly used to promote development and networking opportunities.
- Regularly attend the Postdoc and Fellows Champions meeting hosted by ECRI every term.
- Support new Postdoc and Fellows Champions via the buddy system
- Keeping in regular contact with the Postdoc and Fellows Representatives within the department, with meetings taking place at least 3 times a year.
- Work with Postdoc and Fellows Representatives to ensure all new postdocs and fellows have a departmental induction and are made aware of their Postdoc and Fellows Champions and Representatives.