

Guidelines for the Appointment of Research Affiliates / Research Associates

Revised December 4, 2017

The appointment category of Research Affiliate or Associate provides a mechanism for researchers to be affiliated with Vancouver School of Theology.

A **Research Affiliate** or **Research Associate** is an individual who, as a result of his/her research expertise, achievements, and interests, desires an affiliation with VST, which would be of mutual benefit to VST and the individual. There is no salary associated with the appointment. Researchers are expected to contribute to and share in the research activities of VST. Research Affiliates will not normally have any assigned duties associated with the appointment. In the event that duties are assigned for the Research Associate, they must be of a very limited nature and have the approval of the designated VST faculty sponsor and of the Principal.

Candidates prior to the PhD, ThD, or equivalent – that is, doctoral candidates or the equivalent – are eligible for appointment as **Research Affiliates**. Candidates holding a doctoral degree (PhD) or the equivalent (e.g., ThD or equivalency in experience) are eligible for appointment as **Research Associates**.

Research Affiliate and Research Associate appointments must fall within the following parameters:

- 1) All researchers must have a VST faculty sponsor (see below);
- 2) They are time-limited with a start date and an end date;
- 3) All initial appointments are for a term up to one year;
- 4) If a renewal of this appointment is mutually agreeable, a Research Affiliate or Associate may be reappointed for subsequent years; with an annual appointment.

Applicants must obtain a Faculty Sponsor at Vancouver School of Theology. Sponsorship will be assessed on the following bases:

- Letter of application, curriculum vitae, sample of published research or writing, two letters of reference;
- Degree to which the applicant's research offers collegial or collaborative support to the Faculty Sponsor;
- Degree to which the applicant's research is consistent with the broad framework of VST's ethos.

Having obtained sponsorship by a member of the Faculty, the application will be submitted to the Faculty Association. If a recommendation is received, the application will be submitted for final approval to VST's Principal.