

Guidelines for the Appointment of Research Affiliates / Research Associates

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/IP 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/IP 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 researches 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 a term up to two years.

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.

Guidelines for the Appointment of Teaching Affiliates / Teaching Associates

The appointment category of Teaching Affiliate (or Associate) provides a mechanism for teaching scholars to be affiliated with Vancouver School of Theology [hereafter, “VST”] or Iona Pacific Inter-Religious Centre [hereafter, “IP”]. A Teaching Affiliate or Associate is an individual who, as a result of his/her research and teaching expertise, achievements, and interests, desires an affiliation with VST or IP, which would be of mutual benefit to VST/IP and the individual.

Applicants for this appointment will be expected to apply for grants to fund the teaching of a particular course and/or the development of a particular programme. The individual is expected to contribute to and share in the teaching activities of VST/IP. Teaching Candidates prior to the PhD, ThD, or equivalent – that is, doctoral candidates or the equivalent – are eligible for appointment as **Teaching Affiliates**. Candidates holding a doctoral degree (PhD, ThD) or the equivalent are eligible for appointment as **Teaching Associates**.

Teaching Affiliate / Associate appointments must fall within the following parameters:

- 1) Teaching associates and affiliates will have the endorsement of the faculty association, dean and principal (see below);
- 2) They are time-limited with a start date and an end date;
- 3) The initial term for a Teaching Affiliate or Associate appointment is for a period up to one semester.
- 4) Appointments may be renewed, following a review process under the auspices of the Faculty Association along with the Principal and Dean.

Applicants are appointed by the Principal and Dean, following the recommendation of the Faculty Association 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
- Approval of the applicant’s course proposal by the relevant faculty in the applicant’s general disciplinary area and the Faculty Association at Vancouver School of Theology
- Approval of the applicant’s c.v. by the Faculty Association at Vancouver School of Theology
- Assessment of the extent to which the applicant’s teaching ethos is consistent with the broad framework of VST’s or Iona Pacific’s ethos
- Funding commitment by a granting entity
- Criminal records check

These processes will be overseen by a sponsoring faculty, the dean or director of IP (as appropriate to the applicant’s situation). The application will be finally submitted for approval to VST’s Faculty Association and, consequently, its’ Principal.