



## TERMS OF REFERENCE

### Ian Bruce Post-Doctoral Fellowship in Data Science

**Background:** The Ian Bruce Post-Doctoral Fellowship in Data Science was established through a generous donation from the Ian and Darlene Bruce and Family, in partnership with the Alberta Children's Hospital Foundation (ACHF) to support post-doctoral research in child health and wellness, with a particular emphasis on data science. The award fund will be closed to contributions from other sources.

**Purpose of Fund:** The purpose of the fund is to support a post-doctoral award in the area of child health and wellness research with a focus on data science

**Value of Award:** \$60,000 per year

- \$35,000 from the donor (ACHF includes funding from the Bruce family)
- \$25,000 from the supervisor

**Number of Awards:** determined annually based on the available funding

**Duration of Award:** one (1) year with the option of a one (1) year renewal

**Use of Funds:** Salary support for a post-doctoral fellow, benefits to be provided by supervisor

**Eligibility:** Candidates are eligible to apply for the ACHRI Postdoctoral Fellowship if:

- they are being recruited for, or are currently in a postdoctoral research position at the University of Calgary with a primary supervisor who is a member of ACHRI; and
- they have registered as an ACHRI trainee; and
- their research project fits with the mandate of ACHRI and the institute's research priorities.

All applicants must be working within the data science child health and wellness context. Successful applicants/awardees must produce evidence of competition of a graduate degree prior to the start of the fellowship.

**Selection Process:** The following criteria will be considered during the selection process:

- novelty and impact of the proposed work to advance research in the child health and wellness domain (including maternal health);
- clarity of the research proposal and the applicant's role in the project;
- training environment (e.g., proposed supervisor's publications, grant support, experience in trainee supervision, excellence in mentorship);
- candidate's demonstrated commitment to research and scholarship evidenced by publications or other research outputs and letters of reference.

Please note that applications are evaluated by a multi-disciplinary group of reviewers who may not have the in-depth knowledge in all the projects submitted. Applicants must ensure that their project proposals can be understood by a non-specialist reviewer.

Calls for proposals will be administered per the following schedule:

Applications are due **by 5PM local time on October 1\*** for the fellowship start date of January 1.

Applications for renewal are due by 5PM local time on the following dates:

- **June 1\*** for July – August term
- **July 15\*** for September – August term
- **November 1\*** for January – December term

\*When application deadlines fall on a statutory holiday or weekend, applications are due on the next business day. Late applications will not be accepted. The cycle may be changed in the future in response to current needs.

#### **Selection Committee:**

The ACHRI Awards Committee will be convened at least annually by the Education Directors, ACHRI.

Review Committee members shall include:

- ACHRI Education Directors
- Representatives with relevant expertise across various child and health wellness disciplines

The Committee, together with the leadership of the ACHRI Training and Education Platform will be responsible for maintaining meeting minutes, circulating calls for proposals, and selecting recipients in alignment with the selection process outlined above.

#### **Responsibilities of recipients:**

The recipient of funding from the [name of fund] award will be responsible for

- acknowledgment of the Ian Bruce Post Doctoral Fellowship in Data Science in publications, presentations, communications and marketing materials associated with the funded research project;
- participation of the awardee in training activities (i.e., courses, workshops, professional development opportunities) organized by ACHRI and/or ACHRI's partner programs;
- participation and presentation by the awardee at the ACHRI Annual Research Retreat (or another similar event);
- timely submission of trainee and mentor progress reports, final reports, and other documentation as required;
- continued application for external funding support: with a goal of increasing ACHRI's training capacity, we require all our awardees to explore opportunities for external awards, so that if successful, ACHRI's training funds can be released for supporting additional trainees. We also ask you to kindly notify us of any awards you may receive through either external or internal agencies or programs during the term of your traineeship with ACHRI.
- participation of the awardee's supervisor(s) in ACHRI Committees (including Training Review Committees), when invited.

**Financial Administration:**


The ACHRI Education Directors will be responsible for managing expenditures in accordance with the approved budget and selection process.

**Agreed:****For the Cumming School of Medicine**

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Dr. Todd Anderson  
Dean, Cumming School of Medicine

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2025

**For the Alberta Children's Hospital Research Institute**

  
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Dr. Francois Bernier  
Institute Director, Alberta Children's Hospital Research Institute

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June 25 2025