

## **Fact sheet: Contacts, Networks, Careers.**

### **Financial Support for Making Professional Contacts** [as of August 2024]

Contacts and networking usually provide the start for different workspaces and are able to convey a specific image of respective workspaces. Thus, initiating professional contacts is highly significant, at the latest when starting your postdoc – and that for your visibility within your scientific community and networking in one's own discipline. Many lack the opportunities, specific contacts and resources during this transition from the doctorate to the postdoc phase, but often also three to four years after the doctorate or later.

The funding line "Contacts, Networks, Careers" provides financial support for the development of sustainable professional contacts. As a rule, contacts in intra-university fields of activity are financed.

#### **Object of Funding**

- With the help of comparatively uncomplicated funding for travel, the Graduate Academy awards funds to postdocs for the targeted development of professional networks and thus for strategic career planning. Only trips to establish contacts and build networks that are directly related to the next career step can be funded. This can include one-to-one meetings with professors, visits to laboratories or visits to specialist trade fairs and conferences.

The programme thus exclusively promotes specific career development and planning, which is jointly determined in a consultation. Travelling that is not directly related to the next career step and a well-founded contact initiation cannot be funded.

#### **Terms and Disbursement**

- With a comparatively informal application, you first request an initiation visit. For follow-up meetings you are able to request further funding within one year at the Graduate Academy. A maximum of two trips within one year can be funded.
- Each trip within Germany is subsidised with a lump sum of 250 €.
- Each trip outside Germany to another European country is supported with a lump sum of 500 €.
- Travelling outside Europe is supported with a lump sum of 1000 €.

## **Entitlement**

- The programme is aimed at all postdocs at Leibniz University. Postdocs are defined as temporary academic staff with a doctorate from LUH as well as research fellows, scholarship holders and visiting academics with a doctoral degree. Professors, junior professors, tenure-track professors and habilitated professors are excluded.

The starting point for the postdoc is the doctoral degree with the successful defence and confirmation by the Faculty Council.

In exceptional cases, doctoral candidates can apply after submitting their dissertation and before completing their doctorate. The applicant and the Graduate Academy office will discuss whether it makes sense to establish contact at this time in an initial meeting.

## **Selection procedure and criteria**

- If interested in initiating a self-chosen contact or a strategic network, the applicant contacts the Graduate Academy (by telephone, via e-mail, or in person). After that, a first meeting in the Graduate Academy takes place. During the one-on-one interview, first personal data will be gathered and steps of your career planning will together be explored. Subsequently, please submit the entire application.

## **Application documents**

- Curriculum vitae (CV) including your academic career
- Examination documents
- Evidence of the initiated contact (e.g. invitation e-mail, invitation to a conference, laboratory visit or similar)
- Report about the expected financial expenses
- Informal report about individual career ideas and career management
- Sketch of the contact initiation: Please describe shortly which 'preliminary work' you have done already, how you imagine the establishment of contacts and the period of time/number of visits you have in mind.
  - ➔ The presentation of your own career ideas and the outline of the contact structure can also be made in one document.

An incomplete application cannot be considered.

## Submission of documents

**(Please do not use staples and/or transparent folders for documents!)**

- In writing:

Graduiertenakademie  
Leibniz Universität Hannover  
Dr. Nadine Pippel  
Keyword: Förderung zur Anbahnung von strategischen Kontakten  
Welfengarten 1  
30167 Hannover

- Additionally, electronically as one single PDF document to:

[graduiertenakademie@zuv.uni-hannover.de](mailto:graduiertenakademie@zuv.uni-hannover.de)

## Declaration of data protection

According to the European General Data Protection Regulation (GDPR), we would like to inform you that we are storing and processing the data, you disclose in your application in order to conduct the application procedures.

Object of data protection regulations are your personal data, i.e. all information considering your personal circumstances you are disclosing in your application for a funding line of the Graduate Academy. You can find detailed information on our data protection regulations here:

<https://www.graduiertenakademie.uni-hannover.de/de/foerderung/unsere-foerdermassnahmen/>

Data processing and storage demands **your consent**. By sending of the application documents via post or e-mail, you agree with the collection, storage and the usage of your personal data for carrying out the selection process.

You may revoke your consent at any time without stating reasons. Please inform the Graduate Academy in writing about revoking your consent using the email address:

[graduiertenakademie@zuv.uni-hannover.de](mailto:graduiertenakademie@zuv.uni-hannover.de)

Sie haben das Recht, Ihre Einwilligung jederzeit ohne Angabe von Gründen zu widerrufen. Bitte senden Sie diesen Widerruf schriftlich an [graduiertenakademie@zuv.uni-hannover.de](mailto:graduiertenakademie@zuv.uni-hannover.de) .

## Contact for questions on applications

Dr. Nadine Pippel  
Tel.: +49 511 762 19784  
E-Mail: [Nadine.Pippel@zuv.uni-hannover.de](mailto:Nadine.Pippel@zuv.uni-hannover.de)