POST-DOCTORAL RESEARCH ASSOCIATE

An “other faculty” appointment dealing primarily with research. Minimum salary amount necessary- please check with College Human Resources.

1. The campus web-based application system is available for the hiring of all positions, including post-doctoral research associates. University policy allows for the appointment of post-doctoral research associates without a search. However, if a post-doctoral research associate has not been recruited and appointed through the UNL applicant search process, under no circumstances will a search waiver be granted to change the appointment terms to a regular faculty position, e.g. research assistant professor. Contact College Human Resources to submit a requisition for a post-doctoral research associate in the campus application system.

2. As a representative of the institution, the department chair or head and the dean must co-sign with the PI all letters of appointment and reappointment.

3. These positions may be renewed up to max of 5 years. Apportionment is usually 100% research; must have minimum 80% research. Length of appointment may be 1-5 years

4. Post-doctoral research associate are typically eligible for all regular employee benefits except retirement.

5. Vacation, floating holiday and sick leave accrual begins on the first day of employment and ends on the last day of employment. The amount of vacation leave that can be earned by post-doctoral research associates is 12 days per year for the first and second years, and 18 days per year the third through fifth years. An employee separated from UNL for any reason will **receive pay for unused vacation leave and floating holidays.** The amount of sick leave that can be earned by employees is 12 days per year for the first 2 years and up to 6 months of sick leave beginning the 3rd year. Sick leave is not paid out to employee upon separation. **Requests to use Vacation/Sick/Holiday Leave hours must be submitted in Firefly Employee Self Service and approved by the supervising faculty.** See College HR for assistance with this process.

6. Note, that Section 4.4.8 (g) of the Bylaws of the Board of Regents states: “...in the event a Faculty Research Appointment is funded in whole or in part by funds from a specific source external to the University, such as a research grant, and such funds are reduced or discontinued, then the Faculty Research Appointment may be terminated by the University by giving the appointee at least 90-days written notice of the date of termination.”