FoodSEqual PhD Application Form

for Entry in October 2022 (University of Reading)

Thank you for applying to the PhD Studentships aligning with the FoodSEqual consortium. Please read all the guidance information before completing your application.

**Applicant Guidance**

FoodSEqual is committed to equality, diversity and inclusion, to support the development of researchers through studentships and training programmes and building a research consortium that reflects the diversity of society, and to encourage applications from under-represented and disadvantaged groups.

**Application Process**

The application form is in two sections and you should complete both of them.

|  |  |
| --- | --- |
| **Action** | **Deadline** |
| Send to foodsystemsequality@gmail.com:   * Application form * Official transcripts of your higher education qualifications, inclusive of grades * Evidence of your proficiency in English, if this is not your first language | 12 April 2022  (17:00 BST) |
| Interview date window | 12 Apr – 13 May 2022 |
| Offer letter sent to successful applicant | By 27 May 2022 |
| Deadline to accept studentship | 10 June 2022 |
| Studentship start date | 1 Oct 2022 |

UoR: University of Reading

**Selection Process**

Your application will be processed by the FoodSEqual Project Manager in the following way:

* **Section one** will be retained by the FoodSEqual PM and not shared with the supervisors or selection committee
* **Section two** of your application form will be considered by a panel of reviewers from the FoodSEqual Selection Sub-Committee. **Please follow the guidance in this section**. The panel will assess your application based on the information you provide about:
  + your academic qualifications
  + research relevant skills/experience
  + the transferable skills important to a PhD student
  + your understanding of the UK Agri-Food Sector
* **Section two** of your application will be considered by the PhD project supervisors when shortlisting candidates. They will not know your name until after shortlisting. If your application is shortlisted you will receive an invitation to an interview (by Skype, Teams or Zoom).
* After interviews have taken place, the Selection Committee are responsible for awarding the studentship. They take into account the outcome of the interview and the reviewers’ assessment of your application form.
* We will contact successful applicants to let them know the results of their application by 27 May 2022.

**How we will use your information**

Please read the statement below and confirm that you have read and understood this information on Section One of the application form.

Your personal information will be processed in line with our obligations under all applicable Data Protection Laws. The Data Controller for your personal information is the University of Reading and our contact details are: University of Reading, Information Management and Policy Services, Room 2.22, Whiteknights House, Shinfield Road, Whiteknights, Reading RG6 6DT.

* We will use the information provided in the application form to process your application for a PhD studentship and for equal opportunities monitoring
* If your application is successful, we will also use your information to administer your studentship (this will include arranging payments of stipend, supporting you with training and monitoring your progress).
* The lawful basis for processing of your personal data is for the performance of a contract (to administer your studentship) and the monitoring of equal opportunities.
* Section one of your application will be withheld during the initial selection process and your name/contact details will be shared with the project supervisor if you are selected for interview.
* Section two onwards of your application will be shared with members of the selection committee, project supervisors and project partners.
* Names and contact details of successful applicants will be shared with the partner university.
* We may use third party software, including Microsoft, to process your data. These providers work only under our instruction and we have measures in place to ensure your information is secure and protected.
* Information collected for purposes of monitoring equality, diversity and inclusion will not be shared with any person involved in selecting successful students or supervising studentships.
* If your application is unsuccessful, we will delete your records within 12 months of receipt.
* If you are awarded a studentship, your information will be kept until 5 years after the FoodSEqual ends (for purposes of monitoring).

Under Data Protection laws you have rights to access, restrict, correct, erase, rectify and object to uses of your data. You also have a right to complain to the UK data protection authority. Our Data Protection officer at the University of Reading can be contacted at [imps@reading.ac.uk](mailto:imps@reading.ac.uk) for more information.

**Section 1: Personal Information  
Application ID (Office use only):**

**Please complete the table below**

|  |  |
| --- | --- |
| **Your Surname:** |  |
| **Your First Name:** |  |
| **Your email address:** |  |
| **Your phone number:** |  |
| **Please confirm your UK residency status** | □ I am a UK National and meet residency requirements  □ I have settled status in the UK  □ I have pre-settled status in the UK and meet residency requirements  □ I have indefinite leave to remain in the UK or enter  □ I am an International student |
| **Due to specific funding conditions, this project must start on or before 31 January 2023.** | □ I understand that the project start date is not negotiable and I confirm that if my application is successful, I will be in a position to start the project on or after 1 October 2022 |

**Academic Referee**

Please provide the name of a referee (from your current or previous institution) who has agreed to supply a confidential academic reference letter to support your application. This person should be able to comment on your skills and experience relevant to undertaking a PhD.

If you are unable to provide details of a suitable academic referee, you may request a reference from an employer who can comment on your skills and experience relevant to undertaking a PhD studentship.

|  |  |
| --- | --- |
| **Referee name** |  |
| **Referee email address** |  |

**Please confirm that you have read and understood how the FoodSEqual will use your information (Page 2 of this document)**

I have read and understood how the FoodSEqual will use my data: Yes / No

**Where did you hear about the FoodSEqual studentships? (please delete as appropriate)**

My university website / Find a PhD.com / jobs.ac.uk/word-of-mouth (lecturer) / word-of-mouth (friend/other student)/ Twitter /

Other (please provide details)

**Equality and Diversity Monitoring**

FoodSEqual is committed to offering equality of opportunity to all applicants. Please answer the following questions so that we can monitor our performance in achieving this aim. We are also required to share this information, as anonymised demographic statistics, with our funding body (UKRI).

**Please highlight your answers in the table below**

|  |  |  |
| --- | --- | --- |
| **Gender Identity** | Male / Female / other / prefer not to disclose | |
| **Age (please specify your age range)** | 24 or under  25-29  30-34  35-39  40-44 | 45-49  50-59  60 or over  Prefer not to disclose |
| **Nationality (please indicate your nationality)** |  | |
| **Ethnicity (please select the ethnicity that applies to you)**  White (British/Irish/Any other White background)  Black (African/Caribbean/Any other Black / African/Caribbean background)  Mixed (White and Black Caribbean/White and Black African/White and Asian/Any other  Mixed/Multiple ethnic background)  Asian (Indian/Pakistani/Bangladeshi/Chinese/Any other Asian background)  Prefer not to disclose | | |
| **Disability**  Known disability  No known disability  Unsure  Prefer not to disclose | | |

**Section 2: FoodSEqual PhD Student Application**

**Application ID (Office use only):**

Please answer the questions below to help the Selection Committee assess your suitability as a FoodSEqual PhD student.

**About you:**

**Higher Education (Postgraduate)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| University / College | |  | | | |
| Level/Type of Degree | |  | | | |
| Course/degree Subject | |  | | | |
| Start date |  | | | End date |  |
| Course/ degree result | |  | | | |
| Please indicate if this result is obtained or expected | | | □ Obtained □ Expected | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| University / College | |  | | | |
| Level/Type of Degree | |  | | | |
| Course/degree Subject | |  | | | |
| Start date |  | | | End date |  |
| Course/ degree result | |  | | | |
| Please indicate if this result is obtained or expected | | | □ Obtained □ Expected | | |

**Undergraduate Education**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| University / College | |  | | | |
| Level/Type of Degree | |  | | | |
| Course/degree Subject | |  | | | |
| Start date |  | | | End date |  |
| Course/ degree result | |  | | | |
| Please indicate if this result is obtained or expected | | | □ Obtained □ Expected | | |

**Section 2 Continued  
Skills and Research Experience**

Please use the space in the table below to evidence your interest in the FoodSEqual consortium and the research skills we are looking for in a FoodSEqual PhD researcher.

|  |
| --- |
| **Why have you applied to FoodSEqual? (Max 100 words)** |
|  |
| **What experience, academic and technical skills do you have that prepare you for pursuing a PhD with the FoodSEqual consortium?** *Please briefly describe your relevant skills and experience, these may include data management, data analysis, ability to extract key information from literature, strong writing and presentation skills and / or practical hands-on laboratory or field skills.*  **(Max 200 words)** |
|  |

**Other Skills and Qualities**

Please use the space in the table below to evidence the transferable skills we are looking for in a FoodSEqual PhD researcher.

These skills can be gained during your education, during paid employment or work experience, whilst volunteering, during leisure activities or in other aspects of your domestic life.

*For each skill/quality, you should be guided by STAR and outline the* ***situation****, state the* ***task****, briefly describe the* ***action*** *you took and the outline* ***result****.*

*You should use a maximum of 200 words to evidence each skill*

|  |
| --- |
| **Please describe a time when you’ve worked in a team, explain your role(s) in the team, and give one example of a positive aspect and one negative aspect of working with that team (Max 200 words)** |
|  |
| **Effective time management is very important to the successful completion of a PhD. Tell us about up to two strategies that you have used to manage your time when completing a task and how you will apply these to a PhD. (Max 200 words)** |
|  |
| **Tell us about a time that you faced a difficult problem – how did you handle it and what was the outcome? (Max 200 words)** |
|  |
| **As a postgraduate researcher, you will need to communicate with a range of people in different ways. Give us two examples which show how you have communicated effectively (please use two different situations). (Max 200 words)** |
|  |

**Understanding of the UK Agri-Food sector  
Please answer the following question (max 300 words)**

|  |
| --- |
| **The UK Food System faces many challenges which are being addressed through the UKRI TUKFS**-**SPF programme,** with the FoodSEqual consortium being particularly focused on transforming the food system accessed by people living in disadvantaged communities**. Give your view on how one such challenge has impacted aspects of work or life for people living in disadvantaged communities in the UK, and how you think this research project might have a positive impact on such a challenge. (Max 300 words)** |
|  |