**CAROLINE 2018[[1]](#footnote-1)**

**Indicative Secondment Mentor Form**

|  |
| --- |
| Form completed in Irish? |
| Yes | 🞏 |
| No  | 🞏 |

For forms in Irish: you can upload a pdf file with an English translation of your form

|  |
| --- |
| **Applicant Details** |

The following details will be pre-populated by the OLS:

* Applicant's name
* Project ID
* Project title
* Name of the proposed home host organisation

|  |
| --- |
| **Main Partner Organisation Details** |

The following details will be pre-populated by the OLS:

* Main partner organisation name
* Type of organisation
* Legal form of organisation
* Is the organisation a registered charity?
* Sector
* Principal activity

Secondment mentor will be asked to complete the following fields:

Provide address of physical location of the researcher during the proposed secondment

Country

|  |
| --- |
| How long has the Organisation been operating in the location of the researcher’s proposed secondment? |

How many staff member work in the physical location where the researcher would be located during the proposed secondment

|  |
| --- |
| **Secondment Mentor Details** |

The Main Partner Organisation will nominate a Secondment Mentor from within the organisation to assist the fellow, to act as part of the mentorship team and to contribute to the overall development of the researcher.

The following details will be pre-populated by the OLS:

* Secondment Mentor Name

Secondment mentor will be asked to complete the following fields:

|  |
| --- |
| Gender: |
| Male  | 🞏 |
| Female | 🞏 |

|  |
| --- |
| Secondment Mentor Job Title: |

|  |
| --- |
| Please provide your work address: |

|  |
| --- |
| Country: |

|  |
| --- |
| Contact Telephone: |

|  |
| --- |
| Please provide details of relevant mentoring experience to date. (Max 300 words) |

|  |
| --- |
| **Main Partner Organisation Environment – Facilities and supports** |

|  |
| --- |
| Please provide details of relevant organisation’s work in the research area proposed.(Max 300 words) |

|  |
| --- |
| Please provide details of the environment in which the researcher will be working and relevant supports available. Include details of facilities, personnel and how these will integrate with the Irish Home Host Organisation and, where relevant, with the Placement Partner Organisation.(Max 300 words) |

|  |
| --- |
| How will collaboration with the fellow and the Irish Home Host Organisation benefit your organisation?(Max 300 words) |

|  |
| --- |
| Please provide details of how the researcher will benefit from the secondment in your organisation as proposed in the fellowship application. Please address both research and training and career development aspects of the fellowship.(Max 300 words) |

|  |
| --- |
| Please provide details of any training and career development opportunities which will be provided to the researcher in the organisation.(Max 300 words) |

|  |
| --- |
| Please provide details of discussions you have had with the Irish Home Host Organisation about the proposed fellowship.Please include details of previous collaborations with the Irish Home Host Organisation if any.(Max 300 words) |
|

|  |
| --- |
| **Declaration** |

|  |
| --- |
| I hereby declare that I have read and accept the Secondment Mentor requirements for this scheme as set out in the associated Terms and Conditions on the Irish Research Council [Website](http://www.research.ie/sites/default/files/caroline_2018_termsandconditions_final.pdf).I agree  |

|  |
| --- |
| Do you agree to mentor the applicant and host him/her for the duration of the secondment as proposed in the application should the applicant be successful in the competition?Yes No |

|  |
| --- |
| An agreement relating to various aspects of the fellowship, including but not limited to conditions of the fellow’s secondment, confidentiality, intellectual property and publishing, is agreed or will be agreed with the participating Irish Home Host Organisation and a copy of the agreement will be made available to the Irish Research Council prior to commencement of the award.I agree |

|  |
| --- |
| I confirm that the information supplied in this Secondment Mentor form is correct:I agree  |

 |

1. This project has received funding from the European Union’s Horizon 2020 research and innovation programme under the Marie Skłodowska-Curie grant agreement No 713279 [↑](#footnote-ref-1)