

**McDonald Institute for Archaeological Research:
Membership, Fellowship and other Categories of Affiliation**

In accepting association with the McDonald Institute, individuals in all categories of affiliation agree to abide by University of Cambridge policies including those regarding [research conduct](#) and [dignity at work](#).

1. Members

Archaeologists of postdoctoral status in the long-term employ of the University of Cambridge, including its Colleges, without application or invitation (subject to annual review by the Managing Committee).

Members are automatically eligible to apply to the McDonald Grants and Awards Fund, but are *not* typically eligible for Fellowship, space, letterhead, email access, etc. on the basis it is assumed that they already have these privileges.

2. Fellows

2.1 Includes (automatically) all funded postdoctoral research associates employed by, or on grants administered by, the McDonald Institute or the Department of Archaeology for the duration of their employment. Fellowship will also apply to postdocs funded directly by a sponsor, where the McDonald Institute has made a formal undertaking to act as the institutional host (Hosted Fellows). In all cases, Fellowship will be for the fixed duration of a postdoctoral award.

2.2 Includes (on invitation of the Managing Committee) all archaeology-related funded postdoctoral research associates working elsewhere in the University of Cambridge, including its Colleges, for the duration of their employment as a postdoctoral research associate.

2.3 Exceptionally, at the invitation of the Managing Committee, other postdoctoral scholars with (minimally) a distinguished, active research record, a clear research agenda and a demonstrable and active link to the University of Cambridge. Fellowship will be for a period of three years.

Fellows are automatically eligible to apply to the McDonald Grants and Awards Fund. In all cases other privileges would be agreed as appropriate (firstly the use of Institute letterhead, but desk space, library access and computing privileges may be approved at the discretion of the Director and Deputy Director depending on availability and in accordance with relevant Institute policies).

3. Senior Fellows

Includes (on letter of application, CV and approval of the Managing Committee) retired academic staff of the University of Cambridge, including its Colleges still based in Cambridge for at least part of each year. Prospective Senior Fellows must demonstrate an interest and active involvement in archaeology.

Initially granted for a period of three years, with renewals following the same procedures and criteria. In exceptional circumstances, Senior Fellowship may also be granted to emeritus staff of other universities (or academic analogues) and/or at the discretion of the Managing Committee.

Senior Fellows are automatically eligible to apply to the McDonald Grants and Awards Fund. In all cases other privileges would be agreed as appropriate (firstly the use of Institute letterhead, but desk space, library access and computing privileges may be approved at the discretion of the Director and Deputy Director depending on availability and in accordance with relevant Institute policies).

4. Honorary Research Associate

This is an honorary position. Individuals cannot apply but must be proposed by a member of the academic staff from within the Department of Archaeology, who would act as a sponsor. The position is intended for outstanding

archaeologists, biological anthropologists or heritage experts closely associated with our research, but who are not members of the University. Application by the sponsor is through receipt of a proposal form*, a CV and approval of the Managing Committee. The position is initially granted for three years, and it is the sponsor's responsibility to make an official request towards the end of the period if it is considered that renewal is desirable. Renewals follow the same procedures and criteria as an initial application.

A member of academic staff may normally have only three such positions supported under his/her nomination at any given time; i.e. once the total of three is reached, that member of staff may not normally nominate further candidates until the term of one of that staff member's existing nominees has lapsed.

There are no specific privileges included with this category (e.g. desk space, access to the libraries, email or eligibility for McDonald grants and awards). During extended visits to Cambridge, normal Visiting Scholar procedures apply (separate 'Visiting Scholar' guidelines detail such associated privileges, including ad hoc space allocation and library access).

Proposal forms are available from Emma Jarman (Administrator) eaj31@cam.ac.uk

5. Visiting Scholars

Includes (on letter of application, and CV) active postdoctoral researchers in archaeology or related fields, who are temporarily resident in Cambridge for a defined period and have an internal University sponsor. Applications would be approved by the Deputy Director, either directly or by referral from the Archaeology Departmental Committee (or equivalent bodies in other relevant Departments), and ratified by the Managing Committee. Visiting Scholar affiliation is usually for the period of residence in Cambridge but renewable if this exceeds one year. Renewals follow the same procedures and criteria as an initial application.

There are normally no fees charged unless using technical facilities, in which case the laboratories of the McDonald Institute and/or the Department of Archaeology charge bench fees at a rate of £500 plus VAT per term (the summer counting as a term), with additional expenses for consumables, at a rate to be negotiated with the respective Laboratory Director. These may be waived on consideration of personal circumstances, access to resources and/or benefit in kind to the laboratory.

Privileges would be agreed as appropriate. Applications for email and library access can be approved at the discretion of the Director and Deputy Director. Desk space is subject to availability (in accordance with relevant Institute policies) and may also incur a bench fee.

6. Affiliated Scholars

Includes (on letter of application, cv and approval by the Managing Committee) active postdoctoral researchers in archaeology, with primary residence in Cambridge and who have an internal University sponsor. Affiliation is for three academic years unless otherwise specified and renewals follow the same procedures and criteria as an initial application.

Affiliated status of one year only is normally granted to McDonald funded postdoctoral research associates and the Field Archaeologist in Residence at the end of their funding, regardless of whether they have a Cambridge address.

Privileges include inclusion on the seminar mailing list, with the opportunity to attend advertised lectures and talks. Affiliated Scholars may also apply to the Director for permission to publish under their McDonald Institute affiliation. Desk space, use of the letterhead, a website profile, email and library access are not included in this category. Please refer to University Library guidance, which includes eligibility details for both former postdoctoral and private researchers at: <http://www.lib.cam.ac.uk/using-library/joining-library>