

Application – Research group leader

Department of Laboratory Medicine

Important! Read KI's "Academic leadership at the research group level". The specified criteria in the document must be met to be eligible to apply. Please see enclosure 1-91/2015 at the end of the document.

First- and last name (applicant):

Division:

Specific requirements for research group leaders at Labmed (*all must be met*)

I am an associate professor or equivalent (*enclose recommendation*) and have an employment or association at Labmed valid for at least 2 years from the date of application.

I have attended or am registered to attend the mandatory KI leadership training course: "Det formella operativa ledarskapet". *Enclose certificate or confirmation.*

I certify that I have external funding. *Enclose financial documentation.*

Comments:

This form is signed digitally. (*Note! Mac-users must use Safari*)

- Once the form is complete, **applicant** and **division head** signs via [EduSign](#).
- When above signatures are completed, send the form to **department head** for final decision and digital signature via [EduSign](#).
- The digital signatures are located on the last page in this document.

Application process

1. The application process is initiated and approved by the head of division.
2. Send the completed form to the head of administration.
3. The application is processed by the Labmed planning committee.
4. The head of department approves/denies and information about the decision is fed back to the applicant and head of division.

Follow-up and evaluation

1. The assignment is valid as long as the above criteria are met.
2. The head of division is responsible to follow-up and evaluate the assignment. At the yearly performance management dialogue for example.
3. The head of division is responsible for informing the head of the department if the assignment is to be withdrawn.

Decision

Application as research group leader at the department of Laboratory Medicine

Based on the enclosed application the following decision has been made:

Application is approved

Application is denied

If the application is denied, comment (*mandatory*):

If application is approved, the **digital signature** from **head of department** can be found on the last page.



Academic leadership at the research group level

Background

Academic leadership must be effective at all levels if Karolinska Institutet (KI) is to attain its ambitious goals. The research group is the fundament of all research and an essential part of the department, as it is at this level that much of its research is conducted. It is also where doctoral students and postdocs have their closest affiliation. It can also be a suitable unit of evaluation for quality assessments.

The head of department has overall academic responsibility for his or her department. The position of research group leader is one of considerable trust and is intended to provide opportunities for development, greater independence and career advancement.

This document is designed to promote academic leadership at research group level as both a precondition of and a gateway to different kinds of personal and professional development. The document is to be considered a tool for application at the departmental level.

Research group leader

A research group leader

- is entrusted by the head of department to lead a research group
- engages in the development of his/her department and/or faculty
- sustains his/her department's soul and KI's goals and vision
- has his/her own research line and the potential to drive research of high quality
- has long-term and solid, preferably external financing and the potential to obtain additional such financing
- has, or is prepared to accept (where relevant) through written delegation responsibility for matters relating to personnel, working environment and/or finance.

The head of the department appoints research group leaders and decides their remit at the department in view of local requirements and conditions. For example, a research group leader might be delegated line responsibility. Decisions are to be made in writing and signed. The position is normally fixed-term, but may be terminated in advance should the necessary conditions no longer prevail.

Research group

A research group is led by a research group leader. KI's Strategy 2018 sets an objective to have all its doctoral students, postdocs and other teachers/researchers, and all other research-associated employees tied to a research group. The head of department decides the breakdown of his/her department into research groups in accordance with local requirements and conditions.