

2025 Career Reignite Application

Form Preview

Career Reignite Application Form 2024

* indicates a required field

Background and Information

The Career Reignite Program has been established to enable RMIT to better support our research academic staff who experience career interruption or barriers which impact on their ability to access research opportunities. The program encompasses two schemes:

- Career Reignite Coaching Services
- Career Reignite Funding Scheme

Before you begin:

Please ensure that you have read the [Career Reignite Guidelines](#) and additional supporting documents on the [program site page](#).

Save as you go:

We suggest you click **SAVE** as you progress through your application.

Further information and contact details:

- If you require support in filling out this form due to accessibility or health issues, reach out to our team for assistance.
- If you have any questions about the Career Reignite Scheme please contact our team via email - researchcareerinterruption@rmit.edu.au

Application Process

In addition to completing this application form you will need to attach the following documents:

1. Referee support statement - **(Funding Scheme only)**
2. Line manager endorsement - **(Coaching only)**
3. Dean/Head of School endorsement - **(Funding Scheme only)**
4. Budget template **(Funding Scheme only)**
5. Curriculum vitae **(Funding Scheme only)**

Application Categories

Applicants may apply for the Career Reignite Funding Scheme, Career Reignite Coaching Service or both.

Please select the category being applied for from the list below.

Career Reignite Categories *

- ☐ Career Reignite Funding Scheme
- ☐ Career Reignite Coaching Service
- ☐ Career Reignite Funding and Coaching (Both)

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Declaration

I declare that I have read and understand the Guidelines, and information above, and can confirm I am eligible to apply for Career Reignite 2024 *

☐ Yes

Page 1: Applicant Details

* indicates a required field

Applicant Details

Nominee Details *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

RMIT employee number *

Include 'e' or 's' with the number.

RMIT Email address *

Which most accurately describes you? *

- ☐ Man or male
- ☐ Woman or female
- ☐ Non-binary
- ☐ Trans or gender diverse
- ☐ Prefer not to respond
- ☐ I use a different term (please specify)
- ☐ Other:

If you have checked "I use a different term" please specify in the Other box

Do you identify as an Aboriginal or Torres Straight Islander? *

2024 College and School *

RMIT Job Title

RMIT Academic level / HEW level *

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Date PhD Awarded *

Must be a date.

Employment Details

Current FTE *

Please chose the one that best fits.

Fixed Term contract expiry (If required) *

Must be a date.

Note: fixed term employment contract must not expire before 31 December 2024.

Academic Function *

Please pick the most accurate option.

Current Research Allocation *

NOTE: To be eligible for funding, the minimum research allocation is normally 20%.

Page 2: Career Reignite Additional Information

* indicates a required field

Your Research

Provide a statement on your research successes and impact (please use wording suited to a non-discipline specialist). Detail your significant contributions, advances and achievements and the impact of your research in your field, noting outcomes relative to opportunities. Include how your research has impacted the discipline and beyond, e.g., what has it, or may it potentially change, challenge or create. *

Word count:

Must be no more than 350 words.

Note: Your list of your key publications and grants will be captured in your CV.

CV upload - Section

Upload an up-to-date CV in PDF format. The CV should highlight your most significant achievements/outputs of the previous 5 years.

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Upload your CV *

Attach a file:

A maximum of 1 file may be attached.

Career Interruption

In this section we will ask for details of career interruption that are relevant to this application.

Career Interruption Type (Multiple types can be selected).

- ☐ Parental leave
- ☐ Graduated return to work from parental leave
- ☐ Caring for children
- ☐ Caring for elderly relatives
- ☐ Other personal circumstances that impact on the time that can be allocated to research
- ☐ Change to research component of employment (e.g., periods of intensive teaching, transitioning to or from industry placement, secondment from research duties, program coordination which limits research publication)
- ☐ Other:

(Select multiple types if relevant). The career interruption must be for more than three months and/or a long-term partial return to work.

Career Interruption Summary: Please provide a brief summary describing the following: i) the nature and extent of the interruption/s to your career (including details on reduced work fractions) ii) the associated dates and iii) the impacts (past or anticipated) on research outputs, competitiveness in the field and research career progression NOTE: If your statement contains distressing information, please alert the readers to this at the beginning of your summary. *

Word count:

Must be no more than 350 words.

NOTE: If your statement contains distressing information, please alert the readers to this at the beginning of your summary.

Funding

Current Funding Sources - Please provide a short summary of your current funding sources with details on the amount/s, funding source and dates

Must be no more than 200 characters.

What will you use Career Reignite funding for? (Multiple items can be selected) *

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- ☐ Personnel (e.g., research assistance, relief from other duties such as teaching and course coordination)
- ☐ Pilot studies
- ☐ Research translation
- ☐ Research collaboration
- ☐ Carer's support (includes carer support whilst traveling to conduct research or present a paper at a conference)
- ☐ Professional development (where appropriate)
- ☐ Travel (where appropriate)
- ☐ Other direct research resources (e.g., publishing in open access journal publications)
- ☐ Other:

At least 1 choice must be selected.

NOTE: If you are seeking funds for teaching or administrative relief, please consult with your School if this is allowable.

Impact of Career Reignite Funding - Describe how this funding will positively impact the momentum and/or trajectory of your research and career progression. Consider the impact on your productivity, academic profile and the expected outcomes for RMIT. *

Word count:

Must be no more than 200 words.

Budget Justification: Provide a brief justification in terms of the need and cost of your proposed budget. *

Word count:

Must be no more than 150 words.

NOTE: Full details will be requested in the budget template.

Upload your completed Budget template. The template is available in the link below. *

Attach a file:

A minimum of 1 file must be attached.

The budget template is available to download [here](#)

Career Reignite (Funding Only)

Have you participated previously in the Career Reignite Coaching Services? *

- ☐ Yes
- ☐ No

If you have participated in the Career Reignite Coaching Service, describe the outcomes achieved from the coaching exercise. For instance, how the outcomes

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from the Career coaching informed/may inform your research plans, goals, and future trajectory.

Word count:

Must be no more than 200 words.

Career Reignite Coaching

Have you previously participated in the Career Reignite Coaching Program? If you answer YES to this question you are not eligible to reapply for Coaching Services at this time.

- ☐ Yes
☐ No

Line manager endorsement (Coaching or Funding & Coaching)

Please provide confirmation of in-principle support from your line manager to participate in the coaching program. A copy of the email correspondence is acceptable. *

Attach a file:

A minimum of 1 file must be attached.

A copy of the email correspondence is acceptable.

Referee support statement (Funding only or Funding & Coaching)

The statement should refer to the selection criteria and comment on research performance relative to opportunity. Referees can either be an RMIT academic or external person or organisation familiar with the applicant's research and research journey.

Please provide a statement from one referee supporting your application. A copy of the email correspondence is acceptable. *

- ☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Email *

Must be an email address.

Please upload your support statement: *

Attach a file:

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A maximum of 1 file may be attached.

Dean/ Head of School endorsement (Funding only or Funding & Coaching)

Upload a written endorsement of your application from your Dean/ Head of School or equivalent. A copy of email correspondence is acceptable.

Dean/Head of School Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Email *

Must be an email address.

Please upload your endorsement: *

Attach a file:

A maximum of 1 file may be attached.

Have you had a discussion with your line manager to confirm in-principle support for you to participate in the Career Reignite program? *

☐ Yes ☐ No

Prior to submitting an application please ensure yo...

Page 4: Applicant Declaration

* indicates a required field

Applicant Declaration

Applicant Declaration *

- ☐ I declare that the information provided in this application is true, accurate and current.
- ☐ I certify that the application and any supporting materials is authentic and derived from my/our own work.

Both statements are mandatory and must be selected.

Privacy Collection Statement

The Research and Innovation Capability team is collecting the information in this form to record administrative details of the applicant, and for assessment of the applications by the relevant selection panels and personnel involved in the delivery of this program.

For additional details on how the University handles personal data, please visit RMIT University's Privacy webpage and review the [Privacy Policy](#).

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Feedback

You are now nearing the end of the application process. Before you review your nomination and click SUBMIT please take a moment to provide some feedback.

How did you find the application process?

- ☐ Very easy
- ☐ Easy
- ☐ Okay
- ☐ Difficult
- ☐ Very difficult

Please feel free to provide us with any comments or improvement suggestions.