

# MichiganTech

## POSTDOCTORAL RESEARCH FELLOW

---

The experience of postdoctoral research fellowship is a valuable extension of a person's doctoral work which is generally recognized as a sign of achievement. For the purpose of employment in most prestigious universities, the postdoctoral fellowship experience is regarded as a highly desirable asset. Appointment of postdoctoral fellows have several unique features which sets it apart from the usual employment routine.

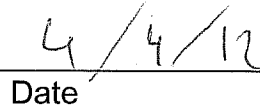
1. Fixed-Term: Minimum – 12 months at 100% effort  
Maximum – 3 years (renewable)  
Total appointment period cannot exceed a total of 6 years.  
Exceptions only granted by Provost.
2. Review: At the end of each year.
3. Procedure: Request for Position is sent for compliance review to Human Resources, and then forwarded to the Provost for approval. Once approved, Human Resources will process the information. The request should contain a position authorization form, offer letter, and proof of degree.
4. Benefits: Commensurate with appointment  
See page 2 for benefit package details.
5. Advertising: An open announcement will be maintained on the department's web page.
6. Salary Range: Discipline specific - \$35,000 - \$55,000  
(Requests for exceptions outside the minimum or maximum must be forwarded in writing to the Vice President for Research).
7. Training: Must complete the appropriate Responsible Conduct of Research (RCR) training requirements during their first or second academic semesters.
8. Other: Doctoral degree must have been earned within 72 months of being appointed.

---

Approval:



Maximilian J. Seel  
Provost and Vice President for Academic Affairs



Date

## POST-DOC EMPLOYEE BENEFIT PACKAGE

BENEFITS	WHO PAYS	WHEN ELIGIBLE	WHAT YOU RECEIVE
<b>Health Dental / Vision</b>	Michigan Tech and Employee	Date of Hire	<ul style="list-style-type: none"> <li>• HuskyCare PPO or HuskyCare HSA Medical Coverage</li> <li>• Choice of either HuskyCare Dental/Vision 1 or Dental/Vision 2</li> </ul>
<b>Maternity Leave</b>	Michigan Tech	Date of Hire	<ul style="list-style-type: none"> <li>• 6 weeks of paid leave provided to birth mothers for the birth of a baby – includes adoption (primary caregiver)</li> </ul>
<b>Paid Sick Leave</b>	Michigan Tech	Two Weeks from Date of Hire	<ul style="list-style-type: none"> <li>• 9 month employee = 5 days</li> <li>• 10 – 12 month employee = 6 days</li> <li>• No carryover</li> <li>• Can be used for employee illness/injury or a parental leave</li> </ul>
<b>Vacation (exempt employees only)</b>	Michigan Tech	One Month from Date of Hire	<ul style="list-style-type: none"> <li>• 9 month employee = 5 days</li> <li>• 10 – 12 month employee = 6 days</li> <li>• No carryover</li> </ul>
<b>Holidays (exempt employees only)</b>	Michigan Tech	Date of Hire	<ul style="list-style-type: none"> <li>• Nine paid holidays: six legal, three University designated</li> </ul>
<b>Wellness Tech Fit  HuskyPAW</b>	Michigan Tech  Michigan Tech	Date of Hire  Date of Hire	<ul style="list-style-type: none"> <li>• \$150 benefit per calendar year toward organized fitness program</li> <li>• \$85 benefit for one dependent</li> <li>• Incentive program for participating in wellness</li> </ul>
<b>Supplemental Retirement Account</b>	Employee	Date of Hire	<ul style="list-style-type: none"> <li>• Optional tax-deferred contributions into a 403(b) or 457(b)</li> </ul>
<b>Direct Deposit</b>	_____	Date of Hire	<ul style="list-style-type: none"> <li>• Automatic deposit of paycheck into bank of choice.</li> </ul>