

Western Research Excellence Awards 2024

Curriculum Vitae

The nominee's CV is intended to help the selection committee appreciate the full scope of the candidate's contributions and achievements over the course of their entire scholarly career. The format of the CV and the content included can vary, depending, for example, on standards in particular fields, the nominee's career stage, and among diverse candidates.

Formatting

- Any CV format is acceptable, there is no requirement to include a Canadian Common CV, Tri-Council format, or a faculty Promotion and Tenure version
- A publication list and a list of other scholarly or creative outputs is mandatory
- There is no page limit. However, the selection committee will have a limited amount of time to devote to reviewing the CV
- Use clear and consistent formatting. Do not be afraid to include white space, this can make the CV easier for the committee to review
- Summary tables can be useful for strategically highlighting key metrics or important information
- Narrative sections are acceptable and encouraged, where appropriate

Content

Headings in the nominee's CV might include (in no particular order): personal details (contact information, education, and professional experience), awards and distinctions, funding, presentations, teaching, supervision, and mentorship, leadership/committee activities, knowledge mobilization activities, media engagement, and publications (required).

- There are no required headings or subheadings for the CV, please organize the information in a way that best highlights key contributions and achievements
- Consider the WREA category and the career stage of the candidate. For scholars with an established scholarly career, it might be appropriate to target the CV content to a specific timeline (i.e. the last 10 years)
- Present the CV as a highlight reel and only include headings and information that demonstrates important research, scholarly, and/or creative activity achievements
- Explain everything – add context to any items that might not be familiar to non-expert members of the selection committee. For example, if a discipline-specific award is prestigious or significant, please include this information
- Describe the conventions of the discipline or field (i.e. the significance of a first-author paper or last-author paper, or whether training postdoctoral scholars is common practice, etc.)
- Non-traditional metrics are important – be sure to include them and provide context
- Highlight *notable* awards/recognitions – the list does not need to be exhaustive, especially for the Outstanding Scholar and Lifetime Achievement categories

- Provide demonstrated national and international leadership, as appropriate, for career stage, avoid placing emphasis on internal leadership and service activities
- Focus on the independent scholarly career of the nominee – and avoid details related to their time as a student or trainee
- HQP training history – consider including summary table of trainees