

# American Museum of Natural History

## Richard Gilder Graduate School

## ANNETTE KADE POSTDOCTORAL EXCHANGE FELLOWSHIP

### General Information

**IMPORTANT: PLEASE READ THIS PAGE OF INSTRUCTIONS CAREFULLY BEFORE YOU CONTINUE**

#### PURPOSE

The Kade Postdoctoral Exchange Fellowship is based on partnerships between the American Museum of Natural History (AMNH) and French and German institutions of higher learning, to permit and encourage international exchange of scholars holding term-limited appointments as postdoctoral fellows. **Note** that post-PhD professionals in other categories--such as those holding faculty or permanent staff positions--are *NOT* eligible to apply. Kade funding allows postdoctoral fellows based in French and German institutions to come to the AMNH for 3 months. **This program accepts applications by invitation only**; applicants must be invited to apply by an AMNH curator. Please contact a curatorial faculty member with appropriate research interests from the following list, to discuss the possibility of applying for a Kade Fellowship: [AMNH Faculty](#).

German- and French-institution postdoctoral fellows who come to the AMNH will each pursue a predefined research project in collaboration with their AMNH curatorial faculty sponsor. This curator also will facilitate professional interactions and exposure to other disciplines in the Museum. We expect that during this research exchange program, students will have the opportunity to explore new cultures and enrich their lives with new contacts and friendships.

**For Kade Postdoctoral Exchange Fellows from French and German institutions** coming to the AMNH, research opportunities fall within five scientific divisions: [Anthropology](#), [Invertebrate Zoology](#), [Paleontology](#), [Physical Sciences](#) and [Vertebrate Zoology](#).

#### FUNDING, HOUSING AND DURATION

All Kade Postdoctoral Exchange Fellow awardees will be supported with a US\$5,000/month stipend for housing and food for a 3-month residency. Travel expenses to and from the host location and a research budget will be provided not to exceed US\$3,000, for a total fellowship offer of up to US\$18,000.

#### MINIMUM ELIGIBILITY CRITERIA FOR POSTDOCTORAL EXCHANGE FELLOWS:

1. Currently hold a term-limited postdoctoral fellowship appointment at an institution in France or Germany.
2. Degree and research must be related to one (or more) of the research areas of the American Museum of Natural History.
3. Support of a faculty member or research mentor at your home institution and a faculty member from the AMNH.
4. An expected commitment to spend 3 months pursuing research at the AMNH.
5. Currently residing in France or Germany in association with your postdoctoral appointment and institution.
6. Eligible to obtain a United States J-1 Non-immigrant Exchange Visitor Visa.

#### MINIMUM ELIGIBILITY CRITERIA FOR KADE POSTDOCTORAL EXCHANGE FELLOWS:

1. Currently hold a term-limited postdoctoral fellowship appointment at an institution in France or Germany.
2. Degree and research must be related to one (or more) of the research areas of the American Museum of Natural History.
3. Support of a faculty member or research mentor at your home institution and a faculty member from the AMNH.
4. An expected commitment to spend 3 months pursuing research at the AMNH.
5. Currently residing in France or Germany in association with your postdoctoral appointment and institution.
6. Eligible to obtain a United States J-1 Non-immigrant Exchange Visitor Visa.

#### DEADLINE TO APPLY

**November 1, 2026; 11:59pm Eastern Time**

**Reminder:** This program accepts applications by invitation only; applicants must be invited to apply by an AMNH curator. Please contact a curatorial faculty member with appropriate research interests from the following list, to discuss the possibility of applying for a Kade Fellowship: [AMNH Faculty](#).

# Instructions

There are 7 parts to the application process; all are required and must be completed by **11:59pm Eastern Time on November 1, 2026**.

1. Personal Background
2. Academic History
3. Kade Postdoctoral Exchange Fellowship Application
4. Kade Postdoctoral Exchange Fellowships Documents to Upload [abstract(s), project description, CV, optional supplemental material]
5. Information for 2 recommenders: AMNH curatorial faculty sponsor and reciprocating institution faculty or research sponsor for your postdoctoral appointment
6. Signature
7. Review

For assistance with the application process, you may contact [fellowships-rggs@amnh.org](mailto:fellowships-rggs@amnh.org). APPLICATION

Please provide the following information on the Kade Postdoctoral Exchange Fellowship Application page.

1. The AMNH Curator who has invited you to apply.
2. The name and contact information for the reciprocal institution faculty/research sponsor in France or Germany.
3. Project Title
4. Indicate if you previously received a grant or fellowship from AMNH. Provide the name of the grant/fellowship you were awarded, the project title, and the year.
5. Indicate the estimated timeframe of your exchange (3 month period required; contact [fellowships-rggs@amnh.org](mailto:fellowships-rggs@amnh.org) if you have questions).
6. Provide the desired start and end date for your exchange.

## DOCUMENTS TO UPLOAD

***All documents must be submitted in PDF or MS Word format. No other format is assured to function properly.***

**Document 1: Project description** with title and abstract AND a separate abstract for a non-technical audience. This document (2 abstracts and a project description) should be a maximum of 5 pages

## **Formatting**

- **Font:** A font size of 12 points is strongly preferred. A smaller font size of 10 points may be used for mathematical formulas or equations, figures, table or diagram captions and when using a Symbol font to insert Greek letters or special characters as long as all of the information is readable. Use single line spacing for the narrative text.
- **Margins:** In all directions, must be at least an inch.
- **Columns:** Use only a standard, single-column format for the text.
- **References:** References are not required, but if cited, reference information must be included. Each reference must include the names of all authors (in the same sequence in which they appear in the publication), the article and journal title, book title, volume number, page numbers, and year of publication. If the document is available electronically, the website address should be included/identified (can be embedded).

## **Document 2: Curriculum Vitae**

## **Document 3: Supplemental Material (Optional)**

Any documents that you think will support your application (e.g., publications, up to 3 publications), however, please do not submit a 3rd letter of recommendation.

## **LETTERS OF RECOMMENDATION (2)**

*Please note that it is the applicant's responsibility to follow up with their recommenders and ensure that all recommendation letters are submitted by the deadline.*

Applicants must submit:

1. **A recommendation from the AMNH faculty sponsor**, confirming their commitment to sponsor the applicant if selected and to provide the necessary resources for the exchange, including office space, facilities access, research advisement, and training as outlined in the proposal.
2. **A recommendation from the faculty sponsor at the reciprocal exchange institution (French/German university)**, confirming the advisor's and institution's support for the proposed exchange, including the applicant's research plan and time away from their home program. Details about how the exchange will support the applicant's research goals are encouraged and will assist in the evaluation of the application.

**Note:** Recommendations for the Kade program are intended as letters of support for the proposed exchange and are not academic references.

## **OTHER IMPORTANT INFORMATION**

- RGGS can provide assistance with applying for a J-1 visa. Please contact Rebecca Johnson at [rjohnson@amnh.org](mailto:rjohnson@amnh.org).
- Kade Fellows must submit a 1-2 page report on their activities during the Kade Fellowship no later than one month following completion of the exchange.
- All abstracts, publications, projects or other work resulting from the Annette Kade Fellowship award must be sent to the Richard Gilder Graduate School and must include an acknowledgment of support as follows:

*"This work was supported by the Annette Kade Postdoctoral Exchange Fellowship Program of the RGGS at the American Museum of Natural History, through generous contributions of the Annette Kade Charitable Trust."*

## **Reminders to keep in mind as you complete the application**

### **Be sure you:**

- Fill out all required fields.
- Contact AMNH curator to obtain their invitation to apply, prior to submission.
- Provide the abstract, non-technical abstract, and project description per instruction guidelines.
- Provide a CV.
- Provide information for your two letters of reference:
- AMNH Curator reference letter.
- Reciprocal (French/German) institution faculty reference letter.