



Dear Postdoc Candidate,

On behalf of the university-wide [Office of Postdoctoral Advancement](#), we invite you to explore how our office supports the **professional development** needs of our postdocs. Visit our [website](#) to learn about resources available at Rutgers to support your postdoctoral journey.

Our office was established in 2017 to support postdoctoral researchers by providing a central hub for professional development, knowledge sharing, and community-building opportunities. Please see below to read more about our office and how we best serve postdocs at Rutgers. Rutgers University is home to a vibrant community of 800+ postdoctoral researchers from all over the world. Nearly 40% of all Rutgers postdocs are foreign nationals. 94% of our postdocs conduct research in STEM or Biomedical fields, while 6% are Humanities and Social Sciences scholars.

We have postdocs at all four main campuses, Rutgers-Newark, Rutgers-New Brunswick, Rutgers-Camden, and Rutgers Biomedical and Health Sciences (RBHS), with the majority affiliated with Rutgers-New Brunswick.

Who We Are:

- Itzamarie Chévere-Torres, PhD, Director, Office of Postdoctoral Advancement
- Jillian Hanna, Senior Program Coordinator

What We Do:

- Act as a central contact for postdocs and help them navigate postdoc life at Rutgers by providing information through information and referrals to campus representatives and relevant institutional contacts across the university.
- Host career development workshops and other activities open to all postdocs and encourage postdocs to take advantage of professional development opportunities within and outside of Rutgers.
- Help postdocs build community and expand their professional networks, starting internally, by creating opportunities for postdocs to connect with their colleagues across Rutgers.

Postdoctoral Appointments & Benefits

Rutgers University Human Resources categorizes postdoctoral appointments in three groups or classifications.

These classifications determine your eligibility for benefits and are linked to your campus affiliation and funding source. Before you continue reading, make sure you know which campus



the position you are applying for is affiliated with as well as which HR classification is affiliated with this position.

Rutgers Legacy Appointments

For postdocs affiliated at any of the three-legacy campuses (**Rutgers – New Brunswick, Rutgers – Newark, Rutgers – Camden**), appointments can be one of two, postdoctoral associate or postdoctoral fellow. These titles are HR classification titles, based on affiliation and funding source. HR classification titles might differ from your working title.

Postdoctoral Associates are usually appointed for periods of no more than one year at a time with a total allowable limit of **five years**.

As a postdoctoral associate, you would be a **full-time regular salaried employee of Rutgers** (HR Class 1) and entitled to the same benefits as any Rutgers Class 1 employee. The department coordinator or Human Resources Generalist should schedule a welcome and benefits orientation for new employees within one week of your hire date. You will have **14 working days** from your hire date to enroll and submit completed benefits forms.

To learn about **state benefits**, [click here](#).

To learn about **non-state benefits**, [click here](#).

Please also read the current **Postdoctoral Contract** negotiated by [Rutgers AAUP-AFT](#) to verify the most updated benefits for postdoctoral associates.

Under the Rutgers legacy system, **Postdoctoral Fellows** are appointed for one, two, or three-year periods. Postdoctoral fellows receive a stipend from either an individual or institutional award. Because this is a trainee position, there is no employee/employer relationship with Rutgers University (HR Class 9). As such, **you would only be eligible** for the student health insurance plan. You would be automatically enrolled in the [Postdoctoral Fellows Health Insurance plan](#) with UnitedHealthcare Student Resources. The coverage starts within 24-48 hours of enrollment. You will receive confirmation of enrollment from UnitedHealthcare Student Resources and will be asked to print your insurance card.

RBHS Appointments

If you are a postdoctoral researcher working at any of the [schools or centers](#) affiliated with RBHS, your work title may be either Postdoctoral Appointee or Postdoctoral Fellow (RBHS HR Class 1), but your HR title will be postdoctoral fellow.

RBHS postdoctoral fellows may retain their title for a maximum of five years at RBHS (or six years, contingent upon satisfactory performance). As a full-time Postdoctoral Fellow, you will have **no employee/employer relationship** with RBHS. As such, **you are only eligible** for the



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benefits detailed in the [RBHS Policy for Postdoctoral Appointees](#), including the [Postdoctoral Fellows Health Insurance plan](#) with UnitedHealthcare Student Resources. If the position you are applying for is affiliated with RBHS, we strongly recommend you become familiar with this policy and the benefits you would be eligible for.

What to consider when looking for and choosing a postdoc position

We strongly recommend reading and reflecting on [these six questions](#) before choosing or accepting any postdoctoral position. Before deciding, make sure you have read and understand the benefits and resources available to support your training and journey.

Hear from a [panel of speakers sharing their perspectives and advice](#) on approaching a postdoc search. This panel discussion was sponsored by the School of Graduate Studies and the Office of Postdoctoral Advancement.

Please do not hesitate to reach out (**email:** opa@oq.rutgers.edu) with any questions, comments, or concerns. We are here for you!

Thank you, and we hope you choose Rutgers University as the place for your postdoctoral training!

Itzamarie Chévere-Torres, PhD

Director, Office of Postdoctoral Advancement