



ROLE DESCRIPTION

Role Title	<p><u>COMMITTEE MEMBER FOR ONE OF THE FOLLOWING COMMITTEES:</u></p> <ul style="list-style-type: none">• Discovery Research - Advisory Groups and Interview Panels for Discovery Awards, Career Development and Early Career Awards. <p>Committees for funding calls:</p> <ul style="list-style-type: none">• Mental Health,• Climate & Health• Infectious Diseases
Duration	<p>Discovery Research schemes occur on a regular rolling basis. Funding Calls for Mental Health, Climate & Health or Infectious Diseases occur on an ad hoc basis throughout the year.</p> <p><u>DISCOVERY RESEARCH SCHEME COMMITTEES:</u></p> <ul style="list-style-type: none">• Commitment is for 3 years, with review at the end of year 1• 1-year extension possible• Each committee is 1-3 days in duration depending on the type of committee (for example depending on whether it is an interview panel or for shortlisting) <p><u>MENTAL HEALTH, CLIMATE & HEALTH OR INFECTIOUS DISEASES CALL COMMITTEES:</u></p> <ul style="list-style-type: none">• These occur periodically during the year. We will contact you in advance to ask if you can participate.• Each committee meeting is 1-3 days in duration. They may involve candidate interviews for some funding call committees.



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Job Description & Requirements

PURPOSE OF THE POSITION:

- Contribute expertise to advise Wellcome's decision making.

RESPONSIBILITIES OF THE POSITION:

- Use expertise and experience to contribute to Wellcome grant decision-making.
- Attend advisory group or interview committee meetings up to three times per year for one of the Discovery Research committees. Committees for funding calls in one of the three Health Challenge Areas occur on a more ad hoc basis. Each meeting will last 1-3 days, depending on the number of applications under consideration.
- Review and score applications against specified assessment and scoring criteria.
- On the day of committee, succinctly lead discussion for assigned applications and contribute to discussion of other applications.
- Actively participate in meetings to reach an evidence-based recommendation about the strengths and weaknesses of the proposals presented.
- Contribute to the discussion and review of the ranked list of applications and provide clear recommendations to Wellcome.

PERSONAL SPECIFICATION:

- A science, clinical, arts, humanities or social science researcher, affiliated with a university, research institute, industry or other independent research organization, working in fields relevant to Wellcome's funding remit, as required for the particular scheme or funding call.
- Presence in your community; for example, invited presentations, talks at conferences, membership of peer review panels, experience of sitting on advisory boards, and other leadership roles.
- Evidence of skills and experience to demonstrate ability to understand and assess the potential outputs and outcomes of research.
- Confident communicator, able to extract the salient points from a discussion to summarise clearly for the group.
- Evidence of independent research supported by competitively obtained grant funding; typically, at least one grant in the last five years.
- Committed to the equitable treatment of all candidates, equity diversity and inclusion principles, the DORA principles and open access.

RECRUITMENT



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EXPECTATIONS:

- A broad perspective, open to new ideas, appreciating that potentially significant advances can come from across the breadth of different areas.
- Considerate of the diversity of applicants' backgrounds, opportunities and the institutional support available to them in developing their proposals, and how this may affect the presentation of ideas.
- Consider the particular context or setting in which the work will be conducted: for example, there may be a difference in potential impact of research in a high income location compared to a low/middle Income country where the impact may be greater.
- Awareness of sources of potential bias and commitment to minimise bias including not introducing non-evidence-based or personal information about the applicant.
- Actively listens and fully engages in open and transparent discussions.
- Avoids partisan championing of particular research areas and understands the collective responsibility of the committee in recommending the best applications.
- Commitment to preparing for and attending meetings and completing any related paperwork.
- Understands the importance of consistent processes—especially time keeping, and compliance with code of conduct and confidentiality.