



UK Research
and Innovation

UK IODP Knowledge Exchange Coordinator

Announcement of Opportunity

Issued on: 4 July 2019

Full Proposals deadline: 4pm on 29 August 2019

1. Summary

NERC wishes to appoint a Knowledge Exchange Coordinator for the UK International Ocean Discovery Program (UK IODP), hereafter referred to as the UK IODP Coordinator, who will be tasked with establishing, maintaining and energising links with the wider environmental science and industrial communities, and increasing national awareness of UK-IODP activities and opportunities.

Up to £330k is available for this role for a duration of 54 months, with a review after 30 months.

The successful applicant will be required to start in early October 2019.

Proposals for this call are invited from eligible UK researchers (see [NERC Grants Handbook](#) for standard eligibility criteria).

2. Background

The International Ocean Discovery Program (IODP) is an international partnership of scientific and research institutions that builds on more than 50 years of scientific ocean drilling and the highly successful legacy of the Deep Sea Drilling Project (DSDP) and Ocean Drilling Program (ODP) that revolutionised our knowledge of the Earth, and its oceans, resources, climate and life.

The current [IODP](#) brings together a variety of scientific disciplines with a common goal of understanding the Earth's past, present and future, and comprises four main themes which encompass high-priority scientific challenges:

- Climate and Ocean Change
- Biosphere Frontiers
- Earth Connections

- Earth in Motion

Within each theme are a series of major Challenges that are further described in the current IODP Science Plan “Illuminating Earth’s Past Present and Future”.

The European Consortium for Ocean Research Drilling (ECORD), of which the UK is a major contributor, funds and steers IODP research together with the US, Japan, and other member nations.

UK participation in IODP is supported by NERC via UK IODP by:

- Funding membership in IODP through ECORD;
- Facilitating participation of UK scientists in IODP expeditions and research;
- Making UK scientists, industry and stakeholders aware of opportunities, and results of IODP-related research;
- Providing grants to enable UK scientists to exploit the results of IODP drilling;
- Organising and supporting IODP-related meetings/workshops in the UK and supporting attendance of UK scientists in international IODP meetings/workshops;
- Facilitating participation of the UK scientists in the Science Advisory Structure of IODP and ECORD.

In the 2018 NERC evaluation of the UK subscription to IODP, the independent panel highlighted that ‘the subscription to IODP enables the UK community to deliver excellent science’. However, the UK’s involvement in IODP was considered to be a ‘hidden gem’, and the publicity and exposure of this investment needs to be further developed.

In light of these findings, NERC will now appoint a UK IODP Coordinator to improve the exposure of the impact and outputs of NERC’s investments in IODP and to strengthen and widen community engagement.

3. Scope

3.1 UK IODP Coordinator’s objectives

The UK hosts a large, open and diverse community of ~500 Earth, ocean, life and climate scientists that are strongly engaged in scientific ocean drilling with participation from all of the major UK university departments and research organisations conducting world-class earth science. The UK IODP Coordinator role is a strategic position with the opportunity and responsibility to promote one of NERC largest and most successful long-term investments. It will be the role of the UK IODP Coordinator to maintain effective engagement and communications with the UK IODP science community so that they can make best use of the opportunities afforded by UK membership of IODP, and proactively promote the capabilities, findings and successes of scientific ocean drilling to the broader community of stakeholders, including industry, government, policy makers, students, the media and the wider public.

The UK IODP Coordinator will need to be a highly motivated and imaginative person who will work closely with the UK-IODP Programme Advisory Group (PAG), and in particular the PAG Chair (presently Professor Damon Teagle, Southampton), to proactively maintain, develop and diversify the UK science community through improved digital, and other

communications, targeting the wider environmental science community, early career researchers and PhD students, industry, professional bodies, and policy makers.

The UK IODP Coordinator will be required to:

- Pro-actively engage with UK scientists, industry, policy makers and other stakeholders to raise awareness and promote the opportunities, and results, arising from UK IODP-related research, including giving presentations at scientific, training, policy and industry events;
- Support a network of ~500 UK scientists engaged in IODP-related science through various activities, including regular announcements, an active and accurate website, monthly e-newsletters, annual reports, and engagement documents;
- Maintain a database of UK IODP activities, outputs, and successes that are essential evidence for the planned NERC mid-term review of the UK IODP programme in 5-years' time, and support the development of any papers that are required for this review;
- Maintain and develop strong links with the Office of the ECORD Science Support & Advisory Committee and the UK ESSAC Representative;
- Facilitate participation of UK scientists in IODP expeditions and research;
- Provide support to the UK IODP Programme Advisory Group and the Chair, and implement agreed upon initiatives;
- Assist the PAG and Chair in the re-establishment of links with the wider industrial community with potential interest in scientific ocean drilling;
- Attend and contribute to bi-annual meetings of the Programme Advisory Group including providing a report on coordination activities and an update on community news;
- Maintain up-to-date lists of contacts of the key stakeholders to ensure these groups are aware of UK-IODP achievements and opportunities;
- Organise, facilitate, and sponsor science meetings/workshops, including an annual UK IODP meeting and regular IODP early career training events, working closely with members of the PAG and the NERC Senior Programme Manager;
- Support student and early career researcher opportunities and outreach.

To note, the processing of travel claims for UK IODP expedition participants will no longer be the responsibility of the UK IODP Coordinator.

3.2 Proposal requirements

It is expected that applicants will have a good understanding of IODP, but previous participation in an expedition is not required. Co-location in a department or institution with a critical mass of ocean drilling activities would also be advantageous. Applicants should also possess strong communication skills, have experience in knowledge exchange and stakeholder engagement.

Up to £330k (cost to NERC) is available to fund a UK IODP Coordinator for a duration of 54 months. Applicants are invited to submit a proposal that will be funded for a 30 month period in the first instance. Three months prior to the end of the 30 month period the outputs of the successful applicant will be reviewed, with the potential for a 24 month extension should the outcome be favourable.

Applicants are welcome to apply on a full time or part time basis.

If the applicant is a PDRA, and therefore ineligible to apply for a grant, proposals must be submitted on their behalf by a Principal Investigator (PI) from an eligible UK institution. The intended post holder should be named as a researcher for the application. The PI will not be expected to undertake any activity relating to this role and therefore costs relating to their time may not be included in the proposal. If the post holder should leave for any reason, the grant will be terminated. If the post holder should wish to transfer to another research organisation the grant will be transferred with them.

4. Programme requirements

4.1 Programme funding

This announcement aims to fund one applicant at a maximum limit of £330k over 54 months. Applicants are asked to submit a proposal for an initial 30 months and so budget requests must take into consideration the potential for a 24 months extension and the total maximum budget available.

All costs relating to travel and subsistence for undertaking this role must be included with the proposal budget as no additional funding is available to cover this.

4.2 Implementation and delivery

Proposals should present a work plan and budget for an initial 30 months with a start date of no later than 15th October 2019.

Please note that as a result of this requirement, the normal three month start period rules (outlined in RCUK Terms and Conditions GC4) do not apply in this instance.

All proposals must include milestones and deliverables to ensure that delivery of the science outputs can be monitored.

An outline plan and budget for the additional 24 months, which is subject to the outcome of review, should also be included.

Some flexibility in milestone and deliverables are expected as the programme develops, particularly in relation to the 24 month extension, should this be granted. All changes in plan should be discussed with the Programme Advisory Group in advance.

4.3 Knowledge Exchange and Impact

Knowledge Exchange (KE) is vital to ensure that environmental research has wide benefits for society, and should be an integral part of the UK IODP Coordinator's duties.

The UK IODP Coordinator will be required to develop a KE Strategy that incorporates a plan of activities and details how they will work with the programme stakeholders to maximise impact of NERCs investment in IODP. This strategy can be further developed at a later date, but proposals should set out how the KE Strategy will be developed.

4.4 Programme management

The UK IODP Coordinator will work with the UK IODP Programme Manager and Administrator in NERC and with the Programme Advisory Group (PAG) and Chair to most effectively deploy resources to pro-actively raise the profile of NERC investments in scientific ocean drilling.

4.5 Reporting requirements

As with all NERC grant holders, there will be a requirement to report through the UKRI reporting system; this is required annually and continues for up to five years post grant end.

The UK IODP Coordinator will be required to provide a biannual written report to the PAG and give an oral update on activities at PAG meetings.

5. Application process

5.1 How to apply

Closing Date: 29 August 2019

Full proposal must be submitted using the Research Councils' Joint Electronic Submission system (Je-S). Applicants should select Proposal Type - 'Standard Proposal' and then select the Scheme – 'Directed' and the Call – 'UK IODP Knowledge Coordination'.

The call will close on JeS at 4pm BST on 29 August and it will not be possible to submit to the call after this time. Applicants should leave enough time for their proposal to pass through their organisation's Je-S submission route before this date. Any proposal that is

incomplete, or does not meet NERC's eligibility criteria or follow NERC's submission rules (see [NERC Grants Handbook](#)), will be office rejected and will not be considered.

All attachments, with the exception of letters of support and services/facilities/equipment quotes, submitted through the Je-S system must be completed in single-spaced typescript of minimum font size 11 point (Arial or other sans serif typeface of equivalent size to Arial 11), with margins of at least 2cm. Please note that Arial narrow, Calibri and Times New Roman are not allowable font types and any proposal which has used either of these font types within their submission will be rejected. References and footnotes should also be at least 11 point font and should be in the same font type as the rest of the document. Headers and footers should not be used for references or information relating to the scientific case. Applicants referring to websites should note that the panel may choose not to use them.

Applicants should ensure that their proposal conforms to all eligibility and submission rules, otherwise their proposal may be rejected. More details on NERC's submission rules can be found in the [NERC research grant and fellowships handbook](#) and in the [submission rules](#) on the NERC website.

Please note that on submission to council ALL non PDF documents are converted to PDF, the use of non-standard fonts may result in errors or font conversion, which could affect the overall length of the document.

Additionally where non-standard fonts are present, and even if the converted PDF document may look unaffected in the Je-S System, when it is imported into the Research Councils Grants System some information may be removed. We therefore recommend that where a document contains any non-standard fonts (scientific notation, diagrams etc), the document should be converted to PDF prior to attaching it to the proposal.

No associated studentships can be requested under this call.

Proposal Components:

Case for support, comprising:

- a) Previous Track Record (up to 2 sides A4) – particularly noting experience with project management, communication and stakeholder engagement
- b) Knowledge Exchange and role delivery strategy (up to 8 sides A4), including:
 - Why the applicant wants the role and what they will bring to it;
 - How much time they will commit to the role and how they will manage other, existing commitments in order to undertake this role;
 - Indication of how broader communications for the programme will be implemented;
 - A plan for effective IODP community and stakeholder engagement;
 - Outline plan for additional 24 months, subject to outcome of review.

Justification of Resources (up to 2 sides A4)

C.V. (up to 2 sides A4 for the applicant and an additional blank page for the PI if different.)

Host Organisation Letter of Support (up to 2 sides A4)

5.2 Eligibility

Normal individual eligibility applies and is in Section C of the [NERC research grant and fellowships handbook](#). Research Organisation eligibility rules are in Section C of the handbook.

NERC research and fellowship grants for all schemes may be held at approved UK Higher Education Institutions (HEIs), approved Research Council Institutes (RCIs) and approved Independent Research Organisations (IROs). Full details of [approved RCIs and IROs](#) can be found on the UKRI website.

Applicants can only be involved in one proposal.

If the applicant is a PDRA, and therefore ineligible to apply for a grant, proposals must be submitted on their behalf by a Principal Investigator (PI) from an eligible UK institution. The intended post holder should be named as a researcher for the application. The PI will not be expected to undertake any activity relating to this role and therefore costs relating to their time may not be included in the proposal. If the post holder should leave for any reason, the grant will be terminated. If the post holder should wish to transfer to another research organisation the grant will be transferred with them.

6. Assessment Process

Proposals will be assessed by an Assessment Panel, who will shortlist proposals and invite selected candidates to interview. Those not shortlisted will receive brief feedback.

Interviews will take place on 20 September 2019

Applicants who attend an interview will be provided with brief feedback if they are unsuccessful.

7. Timetable

- Announcement published: 4 July 2019
- Deadline for submission of full proposals: 29 August 2019
- Applicants invited to interview: early September
- Interviews: 20 September 2019
- Latest start date for projects: 15 October 2019

8. Contact

For all enquiries, please contact:

Daniel Knight

daniel.knight@nerc.ukri.org

07928 668935