

FAQs for PRC Call for Nominations 2019

Contents

1. How do I get access to the SmartSurvey questionnaire?
2. Are those on or going on maternity leave eligible for this call?
3. Could you give me an idea about who should be my nominator?
4. I may not be available in January – March 2020 to attend a PRC Induction – will this affect my application? Will there be other dates/forms of training available?
5. I am an interdisciplinary researcher, whose work crosses a number of UKRI councils remits, but elements of my research involves a number of AHRC classifications, would I be eligible to act as an AHRC PRC member?
6. In our institution, we have some mid-career researchers who would like to apply to the AHRC PRC, is this permitted?
7. Is there any remuneration on offer for completing work for the AHRC PRC?
8. Could you let me know what the expected workload will be for PRC membership?
9. I am a Research (Development) Officer/Manager. I do not have a contracted research post, however I do complete research. Could you let me know whether I would be eligible to apply?
10. Are overseas nominators eligible to nominate PRC members during this Call?
12. Are individuals who have previously been members of the college (including those whose membership expired during the last 12 months) eligible for nomination and membership again?
13. Do current PRC members need to apply through this call to maintain their current college memberships?
14. Why are current college members invited to apply to this call?
16. What are the benefits to becoming a member of the PRC?
17. Who should I contact to upload my application?
18. Is there a time limit for publications I list?

1. How do I get access to the SmartSurvey questionnaire?

All applications will need to be submitted via an online form hosted by SmartSurvey at <http://www.smartsurvey.co.uk/s/PRCRecruitment>. We ask that you contact your VC's or Research Office if you wish to be nominated, as we are requesting all applications to be centrally coordinated by the submitting organisation. If you are applying from outside a UK HEI or your VC office has not received an email with the call guidance attached, please contact the AHRC on peerreviewcollege@ahrc.ac.uk for access to the SmartSurvey.

2. Are those on or going on maternity leave eligible for this call?

Yes – we are very happy for any academic who is currently or will be on maternity leave to apply for this Call.

3. Could you give me an idea about who should be my nominator?

In order to apply to the PRC, the nominee needs to have support from a nominator. The nominator must be a senior staff member or representative within a Higher Education Institution (for example Pro-Vice Chancellor, Dean, Head of School or College, Head of Faculty, Research Director) or other organisations, learned societies or professional associations. Potential applicants should approach their nominator before commencing their application to discuss the application with them and to ensure the nominator is able to support their nomination. The nominator does not have to be at the same institution as the nominee nor do they need to be working together currently. He/she should be someone who is familiar with the nominee's research and career and who is therefore well placed to make the case for suitability for College membership. The nominator's Case for Support is a crucial part of the application so it is essential that it is someone who can make an evidence-based case that the nominee has the knowledge and understanding to undertake peer review for AHRC.

4. I may not be available in January – March 2020 to attend a PRC Induction – will this affect my application? Will there be other dates/forms of training available?

We have not yet finalised dates for the induction events. We are hoping to provide at least two different dates and hopefully offering the first Induction at the end of January/early February, with subsequent ones taking place before the end of March.

We do provide an online peer review course for those new members who are unable to attend any of the events proposed; however, as per the [PRC Standards of Service](#) all new members will be expected to attend an Induction event to be able to service on a peer review panel.

5. I am an interdisciplinary researcher, whose work crosses a number of UKRI councils remits, but elements of my research involves a number of AHRC classifications, would I be eligible to act as an AHRC PRC member?

Though we cannot comment on your fit within the AHRC's remit, if you believe that some of your research falls within the Arts and Humanities, then we would encourage you to apply for this Call. The assessment panel will ultimately decide on whether your research lies within the AHRC's remit enough to contribute to the AHRC peer review process.

6. In our institution, we have some mid-career researchers who would like to apply to the AHRC PRC, is this permitted?

For this Call, nominees must meet the eligibility criteria for the College group for which they wish to be nominated. If they do not meet any of these criteria, then they are unfortunately ineligible to be nominated to the PRC at this point. If this is the case, and they would like to be informed of future PRC Calls for Nominations, please contact peerreviewcollege@ahrc.ac.uk asking to be added to the PRC Call for Nominations mailing list.

7. Is there any remuneration on offer for completing work for the AHRC PRC?

For completing peer reviews for the PRC, there is no remuneration in place. However, there is a small panel fee provided for attending a panel meeting.

8. Could you let me know what the expected workload will be for PRC membership?

The expected workload is no more than 8 reviews per year and no more than 4 reviews in any 3 month period. You may also be asked to attend a panel meeting for open calls or your specific subject areas. Training on panel meetings will be included in the induction.

9. I am a Research (Development) Officer/Manager. I do not have a contracted research post, however I do complete research. Could you let me know whether I would be eligible to apply?

Our main concern for this Call is that you meet the Academic group's eligibility criteria. As long as the nomination process is completed correctly and you are eligible in accordance with the eligibility criteria, your application will go through the assessment process as normal. It is the responsibility of you and your nominator to make the case and provide evidence that you meet the criteria. We would particularly encourage you to make sure that you can demonstrate a track record in research and that you will have an active research engagement going forward.

10. Are overseas nominators eligible to nominate PRC members during this Call?

Nominators who are senior staff members based overseas are eligible to nominate in this Call. Most important is that you consider who is best placed to make the case for your membership of the College. Also, who is able to provide the necessary evidence, in respect of the criteria for College membership.

11. Am I already a member of the Peer Review College? Members of the Peer Review College are listed on our website under the PRC membership list - <http://www.ahrc.ac.uk/peerreview/college/membershiplist/>

12. Are individuals who have previously been members of the college (including those whose membership expired during the last 12 months) eligible for nomination and membership again?

Previous PRC members can re-apply to join the Peer Review College but only if they have had a two year period not on the College. As members appointed through this current call will have a start date on the college of 1/1/2020 anyone whose previous membership ended as of 31/12/2017 or before can reapply to the college.

13. Do current PRC members need to apply through this call to maintain their current college memberships?

Current members do not need to reapply to maintain the membership of the colleges of which they are a member of. If the membership term of a PRC college academic is coming to an end there will be an internal AHRC process to determine whether they are reappointed for a further term.

14. Why are current college members invited to apply to this call?

Current members of the academic college may apply through this call to become members of any of our individual colleges for which they can demonstrate their expertise, potentially gained since your original appointment.

16. What are the benefits to becoming a member of the PRC?

Please look at our [Peer Review College Wrap Up](#) video to hear what some of the College Member recommend about being part of the PRC. On our [features](#) page, you can also find an interview with Dr Richard Berger, Head of Research and Practice in the Department of Media Production, Bournemouth University on what it means to be a member of the Peer Review College.

Membership gives an opportunity to fairly assess the calibre and quality of new research projects coming forward and to reflect where different disciplines are progressing in terms of research activity.

17. Who should I contact to upload my application?

There will be one single point of contact per sponsoring organisation who will complete the SmartSurvey for you and upload your attachments. We recommend contacting your Research Office or VC Office to find out who this contact will be. The closing date for nominations is 4pm on 15th October 2019.

18. Is there a time limit for publications I list?

There is no time limit to a publications list, as this enables applicants to list the key publications from their career to date. However, due to ensuring assessors are able to see the key publications that support an application, the list must not exceed one page of A4.

For any further queries that are not covered here please email peerreviewcollege@ahrc.ukri.org