

## **IPCC WGI Chapter 8 Scientist: What you need to know and how to apply**

The Centre National de Recherches Météorologiques (Toulouse, France) is recruiting a **Chapter Scientist** to support the preparation of Chapter 8 on “Water Cycle Changes” of the IPCC Working Group I Sixth Assessment Report.

Please read carefully this document and, if you have any questions, feel free to contact Hervé Douville, Chapter 8 CLA (by email [herve.douville@meteo.fr](mailto:herve.douville@meteo.fr) or phone +33 (0) 5 61 07 96 25) or Sarah Connors, Science Officer (by email [sarah.connors@universite-paris-saclay.fr](mailto:sarah.connors@universite-paris-saclay.fr) or phone +33 (0) 1 69 33 77 41).

### **The role**

The Intergovernmental Panel on Climate Change (IPCC) is currently undertaking its Sixth Assessment (AR6) cycle. Working Group I (WGI) assesses the physical science basis of climate change (<https://wg1.ipcc.ch/AR6/AR6.html>). The role of the Chapter Scientist is integral to supporting the development of the report. In each WGI AR6 chapter, Coordinating Lead Authors (CLAs), who have overall responsibility for coordinating the assessment undertaken by a chapter, and Lead Authors (LAs), who are responsible for the production of designated chapter sections, work together to undertake the assessment and prepare the report. This process is supported by one or two Chapter Scientists through a wide range of tasks (see Annex I).

The position is a 12 to 18-month contract (depending on experience and salary) and is located at the Centre National de Recherches Météorologiques, a joint Météo-France and CNRS unit based in Toulouse, one of the most liveable and vibrant French cities. Gross salary (2530-3509€ per month) including full social and health will be adjusted for work experience. We are seeking availability to start as soon as possible after January 14<sup>th</sup> 2019 and no later than April 1<sup>st</sup> 2019.

### **Requirements and Attributes**

- Masters or PhD in climate sciences or related field;
- High mobility and motivation to work in an international team with a common long-term goal;
- Technical understanding of reference management software;
- Outstanding social skills and capability to interact with the international science community;
- Capacity to respect time constraints and stress-resistance;
- Proficiency in written and spoken English at science level;
- Previous experience in IPCC work and process would be an asset.

### **The next steps**

Please apply on the CNRS web portal (<https://emploi.cnrs.fr/Offres/CDD/UMR3589-HERDOU-001/Default.aspx?lang=EN>) **before November 15<sup>th</sup> 2018.**

## **Annex 1: Terms of Reference for Chapter Scientists for the IPCC WGI Report**

This document defines the role of a chapter scientist, enumerates the responsibilities of individuals serving in that role, and specifies job requirements and reporting relationships. To support the objective of capacity development, preference is given to graduate students and recent graduates in the field of climate science relevant for the WGI AR6.

- 1) Chapter scientists are recruited by and report directly to the Coordinating Lead Author(s) (CLAs) of the chapter that they are providing support for. They operate under the terms of reference (TOR) described in this document. No more than two Chapter Scientists can support a chapter at a given time.
- 2) Chapter Scientists will be supported through grants to CLAs or, if already fully employed, a fraction of their working hours will be allocated to their role. The terms of reference in this document apply equally to all Chapter Scientists, independent of the source of funding. The time-investment on average across the duration of their contribution is about 1/4 FTE. There may be periods that do not require action from Chapter Scientists, or periods of peak activity, requiring full time dedicated to support the chapter, particularly preceding a chapter deadline.
- 3) The primary role of a Chapter Scientist is to provide technical support to one chapter. This can involve a wide range of support tasks. An indicative list is provided below.
- 4) The responsibilities of the Chapter Scientists are to the chapter team as a whole, not to an individual author. The CLAs of each chapter, in consultation with the WGI Technical Support Unit (TSU), define the specific tasks to be executed by each chapter scientist.
- 5) There is a distinction between the roles of Chapter Scientists and authors. The role of Chapter Scientists is not to take responsibility for the preparation of sections of the chapter or to independently assess literature.
- 6) One Chapter Scientist per chapter may be invited to attend the Second, Third and Fourth Lead Author Meetings to provide chapter support. Decisions on whether or not to invite individual chapter scientists will be made by the Coordinating Lead Authors, in consultation with the WGI TSU, mutually setting expectations and scope of participation.
- 7) In a Lead Author Meeting, Chapter Scientists must observe these terms of reference in providing support to the chapter team. At a Lead Author Meeting, Chapter Scientists may be assigned support roles working exclusively with their normal chapter, or they may be asked to assist with other roles, including cross-chapter technical support or logistical support.
- 8) Financial support for the participation of Chapter Scientists in Lead Author Meetings is primarily the responsibility of the Coordinating Lead Authors. Limited funding is available from the WGI TSU to support the travel of Chapter Scientists from developing countries to attend the Second, Third, and Fourth Lead Author Meetings.
- 9) Chapter scientists must observe all of the principles and procedures of the IPCC, including IPCC policies on confidentiality, communication, and conflict of interest. Once selected, Chapter Scientists will complete forms on Conflict of Interest and Confidentiality before starting their role.
- 10) The WGI TSU will train and support Chapter Scientists through webinars, sessions held within LAMs and, as necessary, by direct contact.
- 11) The IPCC WGI encourages the recruitment of chapter scientists through open calls.
- 12) The contribution of Chapter Scientists is acknowledged and their names are listed as Chapter Scientists on the first page of the corresponding report chapter.

## **Indicative lists of tasks to be undertaken by Chapter Scientists**

Some of the tasks that may be assigned to Chapter Scientists include: reference checking and compilation, figure drafting, traceability checking, identification of overlaps or inconsistencies across chapters, and technical editing to enhance consistency with the WGI AR6 Chapter Template and Style Guide.

- Identification and compilation of references related to the objectives of the report
- Maintaining a complete set of references, checking references in the chapter and reference management with Mendeley
- Managing content on the Document Management system
- Assisting the author team in compiling, revising and organising chapter contributions
- Assisting in the design and development of figures and tables
- Assisting with traceability checking
- Monitoring overlaps or inconsistencies across chapters
- Technical editing
- Keeping records of review responses up to date and accurate in formal reporting.
- Organisation of chapter teleconferences
- Assisting CLAs during online meetings and at Lead Author Meetings, e.g. note taking, coordinating correspondence between authors, coordinating online meeting times
- Assist with quality control in relation to the application of the style guide, chapter formatting and glossary. At Lead Author Meetings, Chapter Scientists may be asked to assist with other roles, including cross-chapter technical support or meeting logistical support.