

## **Working Group III contribution to the IPCC Sixth Assessment Report**

### **The role of Chapter Scientists**

The purpose of appointing Chapter Scientists for the Working Group III contribution to the Sixth Assessment Report is to provide support to Coordinating Lead Authors and author teams while helping to build capacity and engage developing country scientists in the IPCC process.

This document defines the role of a Chapter Scientist and provides an indicative list of tasks associated with the role.

- 1) The primary role of a Chapter Scientist is to provide technical support to a chapter team. Annex A contains an indicative list of tasks covered by the role.
- 2) Chapter Scientists are responsible to and will be directed by the Coordinating Lead Authors (CLAs) of the chapters which they serve on a day-to-day basis. The Working Group III Technical Support Unit (TSU) will coordinate the activities of chapter scientists across the report.
- 3) There is a distinction between the roles of Chapter Scientists, Lead Authors and Contributing Authors. The role of Chapter Scientists is not to take primary responsibility for sections of the chapter or to independently assess literature.
- 4) One Chapter Scientist may be recruited to each chapter through an open process. Selection criteria associated with the Chapter Scientist role is described in Annex B. Chapter Scientists must meet the developing country citizenship and residency requirements specified in Annex B.
- 5) The role of Chapter Scientist is a voluntary position. Neither WG III TSU nor the IPCC can provide financial remuneration.
- 6) The WG III TSU will provide travel and subsistence support to enable Chapter Scientists recruited through the open process to attend Lead Author Meetings (LAMs) 2, 3 and 4, provided that the Chapter Scientist meets the developing country citizenship and residency requirements specified in Annex B.
- 7) WG III will provide induction for Chapter Scientists through webinars, sessions held within LAMs and, as necessary, by direct contact.
- 8) Chapter Scientists must observe all of the principles and procedures of the IPCC, including IPCC policies on confidentiality, communication, and conflict of interest.
- 9) After each LAM, the WG III TSU and CLAs of the relevant chapter will review the work of Chapter Scientists recruited through the open process. After each review, if the work of the Chapter Scientist has not proved satisfactory, either the WG III TSU or the CLAs reserve the right to terminate the appointment.
- 10) Chapter Scientists will be acknowledged in the final WG III report, due to be published July 2021.

## ANNEX A

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

- Identification and compilation of references related to the objectives of the report
- Keeping control of references in 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 chapter
- Technical editing
- Keeping records of review responses up to date and accurate in formal reporting.
- Assisting CLAs during online meetings and at Lead Author Meetings, e.g. note taking, co-ordinating correspondence between authors, co-ordinating 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.

## ANNEX B

### Chapter Scientist Selection Criteria

- 1) Applicants must hold a Ph.D., Master's degree, or ongoing study toward a Ph.D. or Master's degree in a subject related to climate change. Applicants with a Ph.D. must be applying within 5 years of completion of their Ph.D.
- 2) Applicants must be citizens of and resident in a developing country<sup>1</sup>. Applicants need not reside in their country of origin, but they must be both a citizen of and resident in a developing country.
- 3) Applicants must be motivated and be able to demonstrate commitment to any aspect of the science of climate change and/or responses to climate change.
- 4) Applicants are required to have, and be able to demonstrate, the support of the institution in which they are employed or are being trained.
- 5) Applicants must be competent in written and spoken English
- 6) Applicants must be willing to devote 30% of their time (0.3 fulltime equivalent) to the Chapter Scientist role over the period between August 2019 and March 2021
- 7) Evidence of publication in international journals, participation in scientific activities at the national and/or international levels and/or policy engagement will be considered an advantage.

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<sup>1</sup> Countries listed in Table C of the [UN Country Classification](#)