

Profile of evaluation panel members

What are the responsibilities of the SNSF evaluation panels? What are the duties of their members? And what qualifications do they need to have? This profile provides you with an overview. Depending on the funding scheme, the responsible programme committee may define further qualifications.

Responsibilities of evaluation panels

Executing evaluation procedures that

- are adapted to the goals and characteristics of the funding schemes
- strive for high quality and are oriented towards best practices in research evaluation
- consider equality, diversity and inclusion
- are consistent over panels and time

Ensuring quality and fairness within each evaluation panel in accordance with the SNSF's evaluation standards

Duties of evaluation panel members

Evaluation panel members

- represent their research community and not a particular institution
- actively participate in the entirety of evaluation meetings and in SNSF training on evaluation procedures
- collaborate with the Administrative Offices to ensure that the workload is distributed evenly and according to the expertise of the members
- hand in their evaluation reports on time and in the form requested
- assist in proposing external experts to review research proposals, when applicable.

Evaluation panel members might be appointed as a scientific panel co-chair, depending on the funding scheme.

Individual qualifications to be met by each member

- Internationally recognised research activity and excellent track record in accordance with their career stage
- Excellent knowledge of national and international research in their field
- Knowledge and overview of developments and trends in research and research funding
- Broad scientific interest in different areas of research and open-mindedness towards proposals in the wider field of their expertise
- Knowledge and awareness of best practices in research ethics and evaluation

Qualifications to be met collectively by the evaluation panel

- Disciplinary breadth and attention to interdisciplinarity, transdisciplinarity and different types of research
- Awareness and knowledge of emerging research areas
- Experience with SNSF funding schemes and other national and international funding measures
- Experience in grant evaluation, including the evaluation of collaborative or interdisciplinary research
- Experience in group decision-making
- Good understanding of the distinctive characteristics of Swiss higher education institutions.

For your work as a member of an evaluation panel, you should expect to spend an average work-time percentage of about 10 per cent of a full-time position. Exactly how much time is required is also dependent on the funding scheme. The bulk of the workload occurs during the evaluation phase.

Please note the following provisions in the regulations:

- The conditions of the mandate are stipulated in the Organisational Regulations (Art. 13, Art. 14) and the Rules of Procedure (Art. 46 – 53, Art. 55 – 57).
- Incompatibilities with membership are regulated in the Foundation Regulations (Art. 28.5).