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Instructions for applicants for appointment as senior environmental assessment specialist at SLU

1. Introduction

SLU staff whose primary duties are environmental monitoring and assessment are employed as: environmental assessment assistant, environmental monitoring and assessment analyst and environmental assessment specialist. There is the additional expertise level of senior environmental assessment specialist¹.

The expertise level of senior environmental assessment specialist demonstrates SLU's endeavour to encourage the pursuit of development skills among the university's employees who work with environmental monitoring and assessment. SLU aims to be a leading authority in the field of environmental assessment by valuing strong skills in the field, in combination with the ability to independently pursue and direct its development.

The expertise level of senior environmental assessment specialist enables career development, while also recognising skilled and dedicated employees. Senior environmental assessment specialists are expected to contribute to the strategic development of environmental monitoring and assessment at SLU. They are expected to actively participate in the university's quality enhancement procedures related to environmental monitoring and assessment in the same way that docents and distinguished university teachers are expected to contribute to quality enhancement procedures in research and education.

The purpose of the expertise level of senior environmental assessment specialist is to:

¹ Vice-chancellor's decision 13 December 2016, SLU ID: SLU.ua.2016.1.1.1-4622.

- ensure that SLU leads the development of internal and external environmental monitoring and assessment, both in Sweden and abroad;
- clarify that SLU's environmental assessments and monitoring are based on scientific expertise and good leadership;
- strengthen incentives to develop and disseminate knowledge, results and decision-making data from environmental monitoring and assessment;
- increase the integration between environmental monitoring and assessment and research, education and collaboration.

2. Basic eligibility requirements for the expertise level of senior environmental assessment specialist

Staff with indefinite-term employment as environmental assessment specialists at SLU, researchers, research group leaders or indefinite-term employees with similar skills and duties are all eligible to apply for the appointment of senior environmental assessment specialist.

3. Criteria for expertise in environmental monitoring and assessment

The expertise necessary for the appointment as senior environmental assessment specialist can be summarised in five criteria:

- expertise in environmental monitoring and assessment
- scientific and developing approaches to environmental monitoring and assessment
- collaboration with society
- staff values, leadership and cooperation within the university
- international commitment to environmental monitoring and assessment.

Each criterion contains a number of assessment grounds listed as examples of what can be expected from the applicant.

The person appointed as senior environmental assessment specialist must have demonstrated a sufficiently high level of expertise in all five criteria. All aspects under each criterion should be commented on, including those that are not met. Qualitative shortcomings cannot be offset by previous experience, and expertise in environmental monitoring and assessment cannot offset a lack of scientific expertise. In other words, it is possible that an environmental assessment specialist with a high level of expertise in some – but not all – criteria fails to meet the criteria for the expertise level of senior environmental assessment specialist.

Expertise in environmental monitoring and assessment

Grounds for assessment:

- The ability to contribute to the various aspects of environmental assessment: design, content, data collection, expert analysis and evaluation, quality assurance and dissemination.

- The ability to acquire external funding for environmental monitoring and assessment and its development.
- The scope and quality of reports and decision support, and communication of results.
- Initiative that leads to the long-term development of environmental assessment and its results.

Scientific and developing approaches to environmental monitoring and assessment

Development of science-based approaches are a requirement for effective environmental assessments over time, including environmental monitoring. The needs of society are constantly changing, while research and development are continuously shifting the boundaries for what is possible in terms of measurements, data accessibility, analyses, decision support systems, etc. New knowledge through research is implemented in environmental assessments, environmental assessment data is used in research, and questions from environmental monitoring and assessment inspire new research. This includes strategically developing and streamlining operations in dialogue with university staff and external stakeholders.

Grounds for assessment:

- extent of scientific publications related to environmental assessment
- extent of decision support for sustainable development
- ability to independently and scientifically develop environmental assessment
- extent of supervision and teaching related to environmental assessment.

Collaboration with society

SLU is the largest provider of environmental monitoring and environmental assessment in Sweden. Employees working in this field must be able to communicate about sampling, data and results in both Swedish and English. Another important role is to understand the needs of stakeholders and propose solutions.

Grounds for assessment:

- extent of participation in public debate
- initiative to and participation in dialogues with stakeholders
- expert role for stakeholders
- commitment to continuing professional development for the sector
- development of professional ability concerning communication with society.

Leadership, staff values and cooperation within the university

Effective leadership and staff values are cornerstones of dynamic and goal-oriented environmental assessment. In addition to leadership and collaboration in working groups, SLU's leading role in environmental assessment requires leadership and teamwork across organisational levels such as department and faculty lines. As a senior leader, you are expected to be well-acquainted with and apply SLU's core values, leadership concept and staff values.

Grounds for assessment:

- The ability to create visions and work strategically for environmental assessment.
- Experience and development of leadership related to environmental monitoring and assessment.
- The ability to create and maintain collaboration between environmental assessment and research, teaching and other relevant activities within the university.

International commitment to environmental monitoring and assessment

Environmental monitoring and assessment has a considerable international anchoring, as many of the governing regulations are international agreements or EU directives and ordinances.

Grounds for assessment:

- The ability to serve as an expert in international negotiations.
- The ability to support the expansion of environmental monitoring and environmental assessment in or together with other countries.
- Experience in international cooperation.

4. Application and application documents

Applicants are to submit their application for appointment as senior environmental assessment specialist via SLU's ReachMee recruitment system. The application must be written in English and include: (1) CV, list of publications, applicant's own work, list of applicant's own work, (2) self-reflections and any attachments supporting self-reflections, (3) vision, (4) justification for appointment from head of department (or equivalent), and (5) the head of department's (or equivalent) suggestions for external experts. **Only complete applications with self-reflections structured according to the criteria in Section 3, written in English and submitted before the application deadline, will be evaluated. The external experts listed must have been consulted before the application is submitted.**

CV and publications

The applicant's CV must provide a clear overview of their educational background, professional experience and other relevant qualifications. Above all, work experience in environmental monitoring and assessment, and research and collaboration related to environmental monitoring and assessment, must be highlighted.

Include the following with the application:

- CV
- complete list of publications
- applicant's own work as supporting documentation for the application (maximum 10 works attached as individual files)
- list of the attached applicant's own work, ranked according to their relevance to the application. For joint publications, the applicant's own contribution must be clearly stated.

Self-reflection

The applicant must provide external experts and the Board for the Appointment of Senior Environmental Assessment Specialists with a running text containing clear information demonstrating how their expertise fulfils all criteria listed in Section 3 above. The applicant must use the headings in Section 3 in their self-reflection. The text must be structured in a way that makes it easy to follow how the applicant has developed their role in environmental assessment over time up to the current date. The applicant must also state the results of various initiatives, as well as how they have influenced developments in their field. The reflection must be based on concrete examples from the applicant's activities that underpin their senior expertise.

Include the following with the application:

- self-reflection (maximum 5 pages) with headings that follow Section 3 (criteria for expertise in environmental monitoring and assessment²)
- materials that substantiate the content of the self-reflection (maximum 5 attachments).

Vision

In the application, the applicant must formulate their vision for environmental monitoring and assessment focusing on their own activities, as well as for those of the faculty and for SLU as a whole. The formulation of their visions must include scientific and future initiatives. Furthermore, the applicant must describe their contributions for realising this vision.

Include the following in the application:

- vision (maximum 2 pages).

Documentation from the head of department (or equivalent)

The head of department (or equivalent) must submit a clear justification as to why it is important for the department (or equivalent) that the person in question is appointed senior environmental assessment specialist and what benefit this

² Criterion 1: EMA skills

Criterion 2: Scientific and developing approaches to EMA

Criterion 3: External collaboration

Criterion 4: Leadership, staff values and collaboration within the university

Criterion 5: International commitment to EMA

appointment is expected to have for the organisation. The head of department must also suggest four external experts, two of which (one man and one woman) must have an administrative perspective and two of which (one man and one woman) must have a scientific perspective. External experts are appointed by the Board for the Appointment of Senior Environmental Assessment Specialists.

The external experts must have good insight into environmental monitoring and assessment and not be SLU employees. Experience in working with a public authority is the most important aspect from an administrative perspective. External scientific experts must have decent expertise or the equivalent (if the external expert works in a country that does not have qualification requirements for appointment as a docent). There must not be any grounds for conflict of interest. Regardless of whether the assignment involves reviewing the application from a scientific or administrative perspective, there is a conflict of interest if the external expert and applicant have:

- collaborated during the past five years (five-year rule) as employer/employee and/or have co-authored reports;
- collaborated scientifically or co-produced science during the past five years (five-year rule). Co-authorship is an example of co-production. If justified, grounds for disqualification can be excluded if, for example, the collaboration took place within a scientific consortium where co-authorship does not necessarily entail a conflict of opinion;
- had a *close* professional relationship, as this can be considered a conflict of interest even if this relationship was more than five years ago;
- had a supervisor–doctoral student relationship, regardless of when this took place.

There must also not be any other relationship that could question impartiality.

Documentation from the head of department (or equivalent) that must be included in the application:

- justification for the appointment and expected benefit for operations
- suggestions for four external experts including their contact details and a brief description of how the expert has insight into the applicant's experience, expertise and research anchoring. Furthermore, it must be clear that the suggested experts have been informed of their involvement in the application process, are prepared to act as a reference, and that there is no conflict of interest
- up-to-date CVs of proposed external experts.

5. Miscellaneous

The applicants that go on to the external expert review will be called to an interview with external experts and representatives of the board. If any of the external experts do not speak Swedish, Norwegian or Danish, the interview will be conducted in English.

Questions related to the application will be answered by the secretary of the board.