

# 2018 Tinker-Muse Prize Nomination Package

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Awarded by Tinker



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## Detailed Guidelines for Nominators

The Tinker-Muse Prize nomination package is designed in line with the prize selection criteria (detailed below, and on the Tinker-Muse Prize website at <http://www.museprize.org/index.php/nominations/detailed-guidelines>). The nominees will be judged solely on the information provided in the nomination package (résumé with supporting documents, nomination letter, supporting letters) as given below.

The **nominees should be less than 50 years on the closing date of nomination**. Only under exceptional circumstances (e.g. maternity/paternity leave, career break, etc.) will nominees over 50 years be considered – please contact the SCAR Secretariat <[info@scar.org](mailto:info@scar.org)> if you feel this to be the case.

A nominee should have an existing track record of sufficient depth and breadth to provide indications of future potential for success and leadership, allowing the selection committee to project, with reasonable assurance, that this person will remain in Antarctic science and/or policy as a career choice and become a leader in his or her field.

Nomination packages for highly competitive candidates not selected for the Tinker-Muse Prize in a given year will be held for three years for possible consideration in subsequent years. If a nomination is carried forward, the selection committee will specifically request the nominator to submit a new cover letter and curriculum vitae and to update the nomination package with recent developments in the nominee's career. Nominees must still be under the age of 50 to be reconsidered. If nominators are not asked to submit a new letter, the selection committee did not feel the nomination would be highly competitive in the future and will not be carried over for future years.

The information below summarizes what is required to submit a nomination package for the Tinker-Muse Prize. The documents listed below need to be complete (**preferably saved in PDF format**) and ready to upload in advance of the online nomination process. It is important that the nominator **follows the given format and page limits for the nomination**, which will facilitate the consideration of the nomination.

**The minimum font size for all documents, including letters of nomination and support, is 10 point.**

Nominations should be written so as to be accessible to non-specialists and, wherever possible, to indicate the publications and activities that have been initiated by the nominee themselves. Please make sure to check all links provided in the nomination are working.

### 1. Nomination Form

The **nomination form (one consolidated file)** consisting of:

- a) **Two-page résumé** that includes relevant details of the nominee's career, beginning with a three-sentence summary of how the nominee fits the criteria and ideals of the Tinker-Muse Prize. The details provided should include the nominee's date of birth, education, professional experience, honours and distinctions, research support (grants and fellowships) and should highlight service related to Antarctic research and/or policy and other leadership positions.

- b) **Two-page summary of up to ten publications/outputs**, each with a two- to three-sentence explanation of their significance and impacts. The nominator is asked to **emphasize those from the past five years**, and to provide other representative examples from the previous period. A full list of publications may be provided separately as part the 'further detailed information' file described in (4) below. Citation summaries from Web of Science or Google Scholar may be included.
- c) **One-page explanation of outreach initiatives and capacity-building activities** with emphasis on the last five years. This should also include the total number of students supervised/mentored. Internet links to any blogs, video interviews, or any other online media to which the nominee contributes should be provided separately as part the 'further detailed information' file described in (4) below.

A nomination form template is included at the end of this document.

## 2. Letter of Nomination

A **letter of nomination** is required from an individual familiar with the candidate's achievements and future potential (the nominator), both of which should be explained succinctly in the letter. The purpose of the letter is to make a case for the candidate receiving the Tinker-Muse Prize based on the totality of the evidence presented, rather than a general commendation of the career of the candidate. The nomination letter **must not exceed three single-spaced pages** and must be in English. It should include a one-page overview of the nominee's activities and approach to:

- Communication of Antarctic science and/or policy within the broad Antarctic community and beyond, and
- Leadership within Antarctic science and/or policy, with attention to the demonstration of commitment to advancing the international community.

## 3. Further Letter(s) of Support

**Up to three additional letters of support** from other individuals familiar with the nominee's qualifications may be included in the nomination package. These letters should not exceed one page in length and must be in English. These additional letters must be significantly different in content from the nomination letter, further informing the selection committee of the nominee's qualifications for the prize, and must not simply repeat the content of the nomination letter. It may therefore be useful for nominators to send copies of their own letter and nomination form to those providing additional letters of support, in order to avoid repetition. Letters from early-career researchers are welcome. Letters in support of the nomination are to be submitted as separate files.

## 4. Further Detailed Information

If the nominator wishes, **any further detailed information** beyond that contained in the nomination form can be uploaded as **one consolidated file** with the nomination.

Once these files are ready, the nominator can proceed to the online nomination.

## **Online Nomination**

The nominator should complete the online nomination process on the Tinker-Muse Prize website at <http://www.museprize.org/index.php/nominations/online-nomination-form> as follows:

Enter Name of Nominator, their email, full postal address and phone number;

Enter Name of Nominee, their email, full postal address and phone number;

Upload the completed Nomination Form and Letter of Nomination;

Upload the letters of support, and further detailed information, if available.

*(In case of any doubts or queries, please contact the SCAR Secretariat <[info@scar.org](mailto:info@scar.org)>)*

## Selection Criteria

When evaluating the nominations, differences within the socio-cultural, political and economic context of different countries are taken into consideration. In the categories below, “evaluation” means a quantitative assessment, while “recognition” is a more qualitative assessment. While each is described in the context of Antarctic research and/or policy, nominators are free to include examples of work from beyond the region and to provide relevant context for its significance within the “further detailed information” materials.

### **Scientific / Policy Background and Professional Accomplishments [relative to career stage] (35% Total)**

- ***Career initiative and experience (10%)***  
This category recognizes the extent to which the nominee has taken advantage of professional opportunities and created his or her own opportunities to conduct scholarly Antarctic research and/or to promote and develop Antarctic policy. Note is made of the differences in accessing support and funding during the nominee’s career depending on, for example, national programmes, institutions and disciplines. Nominees are recognized for establishing and leading research, for working with colleagues from all levels, and promoting Antarctic research and/or policy within their field.
- ***Outputs and achievements and trends over time (10%)***  
*[e.g. publications, presentations, policy initiatives, awards]*  
This category evaluates the quality and scope of the nominee’s productivity and the extent to which this has influenced the work of other researchers as well as impacted science or policy broadly. The differences in the nature of publications, other outputs and scholarship across scientific and policy disciplines is considered when evaluating this category.
- ***High Impact Publications (5%)***  
This category evaluates the publications by the nominee that demonstrate the highest impact and/or paradigm-shifting contributions to Antarctic research and/or Antarctic policy.
- ***Support and/or grants for research and policy proposals, and their trend over time (10%)***  
This category evaluates the nominee’s success in obtaining appropriate support for individual or collaborative initiatives in Antarctic research and/or policy development. Note is made of the base of support available to the nominee.

### **Leadership and Potential (35% Total)**

- ***Demonstrated leadership and organizational skills (10%)***  
This category recognizes the leadership that the nominee has demonstrated within the Antarctic community in initiating, implementing and advancing research and/or policy. Evidence of the nominee’s effectiveness as a leader will be considered.
- ***Collaborative and team-building skills (15%)***

This category evaluates the demonstrated ability of nominees to successfully collaborate with and mentor others in carrying out research and/or policy that advances knowledge about or management of the Antarctic. The nominee's contribution towards the development of sustained international and multi-disciplinary collaborative efforts will also be evaluated.

- ***Potential for further development (10%)***

This category considers the potential for the nominee to continue and further develop his or her leadership role. It recognizes their capability to significantly advance Antarctic research and/or policy.

### **Communication and Outreach Activities and Achievements (15% Total)**

- ***Communication and outreach (10%)***

This category assesses the quality, effectiveness and creativity of the nominee's Antarctic-related communication and outreach activities. Communication and outreach includes the use of social media; interactions with press, radio and TV; direct interactions with the public and policy-makers, schools and museums; and any other novel outreach methods. Where possible, nominators should provide evaluation of the effectiveness of these activities. Evidence of evaluation will aid significantly in judging skill when considering the activities.

- ***Evidence of working with diverse groups (5%)***

This category assesses the extent and quality of interactions that the nominee has initiated to extend communications beyond his or her own community. This includes working with scientists and scholars from other disciplines, educators, policy-makers, the public and the media.

### **International Collaboration and Engagement (15% Total)**

- ***Demonstrated commitment to serve the worldwide community (10%)***

This category recognizes the contribution of the nominee to international programmes and bodies as a representative of the Antarctic research and/or policy community. The selection committee will also consider presentations of research and educational materials through international networks, and participation in public discussions. Differences in opportunities for international travel are considered.

- ***Commitment to the global impact of Antarctic science and/or policy (5%)***

Nominees are recognized for advancing understanding of the significance of Antarctic research and/or policy around the world. Examples of activities are: outreach to people in different regions that may not have Antarctic research programmes, and in different scholarly and policy arenas that are not involved in Antarctic research or policy.

## Checklist of documents for the Tinker-Muse Prize

### Part I: Nomination Documents

The list given below should be uploaded as separate documents (minimum font size 10, preferably in PDF format) during the online nomination process:

1. The **Nomination Form (one consolidated file)** consisting of:
  - a) A **2-page résumé or CV** that includes relevant details of the nominee's career, beginning with a three-sentence summary of the nominee's overall contributions to Antarctic science and/or policy.
  - b) A **2-page summary of important publications**, emphasizing publications in the past five years. A brief explanatory paragraph may be included to provide an overview and explain the significance of particular publications. A full list of publications may be provided as part of the 'further detailed information'.
  - c) A **1-page summary of outreach and communication activities**, with an emphasis on the last five years. This should also include the number of students supervised/mentored. Internet links to online media may be included in 'further detailed information'.
2. A **Letter of Nomination**, which **must not exceed three single-spaced pages** and must be in English. The nomination letter should include a one-page overview of the nominee's activities and approach to:
  - Communication of Antarctic science and/or policy within the broad Antarctic community and beyond, and
  - Leadership within Antarctic science and/or policy, with attention to the demonstration of commitment to advancing the international community.
3. **Any further Letter(s) of Support for the nomination.** Up to three additional letters of support from other individuals familiar with the nominee's qualifications may be included in the nomination package. These letters should not exceed one page in length, must be written in English and must be significantly different in content from the nomination letter. Letters from early-career researchers are welcome. Any letters in support of the nomination are to be submitted as separate files.
4. If the nominator wishes, **any further detailed information** beyond that contained in the nomination form can be uploaded as **one consolidated file** with the nomination. This may include a full list of publications and/or internet links to any blogs, video interviews, or other online media to which the nominee contributes.

### Part II: Online Nomination

Complete the online nomination process on the Tinker-Muse Prize website at <http://www.museprize.org/index.php/nominations/online-nomination-form> as follows:

Enter Name of Nominator, their email, full postal address and phone number;  
Enter Name of Nominee, their email, full postal address and phone number;  
Upload the completed Nomination Form and Letter of Nomination;  
Upload the letters of support and further detailed information, if available.

*(In case of any doubts or queries, please contact the SCAR Secretariat <[info@scar.org](mailto:info@scar.org)>).*

# 2018 Tinker-Muse Nomination Form Part 1: *Nominee Résumé*

Page limit for Nominee Résumé is 2 pages (minimum font size 10 point).

The résumé may begin with a 3-sentence summary of the nominee's overall contributions to Antarctic science and/or policy. If needed, further detailed information can be provided for each header given below in a separate file.

Name:	Email:
Date of Birth (dd/mm/yy):	
Country/ies of Citizenship:	Country of current Residence:

**Summary of overall contributions to Antarctic science and/or policy:**

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**Education** (*year, degree, subject, university*):

**Professional experience** (*years, position, organisation*):

**Honours and distinctions:**

**Research support** (*grants and fellowships received*):

**Service on Boards / Committees / Editorial boards** (*highlighting service related to Antarctic research and policy, and leadership positions*):



## **2018 Tinker-Muse Nomination Form Part 2: *Summary of Publications***

Page limit for Summary of Publications is 2 pages (minimum font size 10 point).

The summary may begin with a brief explanatory paragraph that provides an overview and explains the significance of particular publications. A total of 10 publications may be highlighted. The nominator is encouraged to emphasize publications in the past five years, and to provide representative publications from the previous period.

**Overview of publications, and significance of particular publications:**

**Publications (2013 – 2018):**

**Other highlighted / significant publications:**

**Summary of all publications** (*please provide number of, below*):

- a. Total number of publications:
- b. Total number of journal publications:
- c. Total number of books edited or book chapters published:
- d. Total number of oral/posters in conferences:

## **2018 Tinker-Muse Nomination Form Part 3: *Summary of Outreach & Communication Activities***

**Page limit for Summary of Outreach & Communication Activities is 1 page  
(minimum font size 10 point).**

**A full list of internet links to capacity-building activities, blogs, TV, online interviews, and any other online media (video/audio/written) may be included in 'further detailed information'. Where evaluation of the effectiveness of the activities is available, this should be included. Please ensure all links are working.**

**Summary of significant Antarctic-related outreach and capacity-building activities undertaken by nominee:**

**Outreach activities that promote understanding and preservation of Antarctica (*e.g. in schools, with the general public, decision-makers, etc.*):**

**Number of students supervised/mentored:**

Bachelors/Masters:

PhD: