

# World Climate Research Programme

## Guidelines on membership of WCRP Bodies

Approved at the JSC-39 session, 20 April 2018

### Goal:

* To set in place a transparent, accountable and effective procedure that honours the commitment and contribution of volunteering individuals
* To ensure balanced and effective scientific advisory bodies taking into account all values for international science coordination
* To align WCRP decision making processes with the approval and endorsement cycles of the WCRP co-sponsors as well as those of the key partners

### Lengths of appointment:

* Initially 4 years, up to two 2-year extensions possible.
* When moving up to chair/co-chair the clock is reset.
* For an outgoing chair a 1-year extension as a panel member is possible.

**Review and approval cycle by JSC**: every year alongside with the annual JSC sessions

**Timeline** (in the year of JSC review and approval):

* -9 months (of JSC session): SSGs/WGs publish an **open call** for available slots in the respective groups (for 4 months). The result from this call needs to be documented.
* -3 months: all WCRP working bodies (either through their dedicated coordination office or directly from the current co-chairs/leaders) send JPS and respective liaison member of JSC nominations for members to be renewed/extended/stepping down, with documentation of the results from the call, and **when possible two candidates for each slot** (a primary and an alternative). Reasons for a ranking or the impossibility to find an alternate should be briefly stated.
* -3 to -1 months period: consultation of the nominations (e.g. by teleconference) among JSC liaisons, respective bodies’ leaders and JPS to arrive at a balanced proposal.
* **-1 month**: JPS submits a consensus summary document to JSC Officers, which provides nominations and associated information required for JSC review and endorsement.
* 0 month (JSC session): JSC decision/endorsement/recommendation.
* Before/up to +3 month: JPS issues all membership letters (invitation, extension, separation).

### Documentation:

* -1 month: Letter from WCRP working bodies’ leadership explaining the current situation and the reasons for the proposed slate.
* -1 month: WCRP working bodies send CVs in standardised form for the proposed members and the alternates.
* -0.5 month: JPS produces a summary table, including:

Name; Gender; Year of PhD obtained; Affiliation, Country; Citizen Country; Expertise; Member since & until (year); Membership recommendation; with statistics per group/body of: Gender, Year of PhD obtained, and region of origin.

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Annex: A template for nomination



# World Climate Research Programme ANNEX

**Nomination for [Appointment/Extension]**

## Nominated for: [Name of the WCRP body]

**As: [role of the nominated person, e.g., co-chair, member…]**

1. DETAILS OF CANDIDATE NOMINATED
	* Title:
	* First Name:
	* Last Name:
	* Gender:
	* Year of birth:
	* Year of PhD (or the final academic degree) obtained:
	* Nationality (citizenship):
	* Residing country:
	* Main working languages:
	* Affiliation:
	* Postal address:
	* E-mail Address:
	* Telephone:
	* Nominee’s professional homepage or website:
2. MEMBER SINCE & UNTIL (year, in case of extension)
3. Expertise vis-à-vis the role of the [WCRP body](maximum of 8 lines):
4. Academic Background (maximum of 8 lines):
5. Positions held (maximum of 8 lines):
6. 5 most relevant publications
7. Why is this individual particularly suited to this [WCRP body]? (maximum of 5 lines)
8. Submitted by
	* Title:
	* First Name:
	* Last Name:
	* Organization: