

A banner image showing a close-up of a rocky coastline with waves crashing against the shore. The text 'Collaboration for Environmental Evidence' is overlaid in a large, white, sans-serif font. Below it, in a smaller, white, sans-serif font, is the tagline 'Serving Environmental Management In The Public Interest'.

Collaboration for Environmental Evidence

Serving Environmental Management In The Public Interest

Role Description

Review College Member

CEE Database of Evidence Reviews (CEEDER)

<https://environmentalevidence.org/ceder/>

About CEEDER

CEEDER is an open-access evidence service provided by the Collaboration for Environmental Evidence (CEE). The service collates all forms of evidence reviews and syntheses relevant to environmental management and policy interventions and anthropogenic impacts on the environment. Articles are considered for addition to the CEEDER database as they are published or otherwise become available globally.

The database allows decision makers to search for and identify evidence syntheses of relevance to their evidence needs. The added value of the service is that it also provides a critical appraisal of each review's reliability based on the primary data available for the review and the conduct of the review itself using the CEE Synthesis Appraisal Tool (CEESAT).

Although primarily aimed at decision makers wishing to use evidence to inform their decisions, CEEDER will also aid in improving the reliability of reviews in the environmental sector by offering guidance and resources to authors, editors and peer reviewers.

About the CEEDER Review College

The CEEDER Review College is a team of skilled individuals that provides independent assessments of the reliability of Evidence Reviews and Overviews using CEESAT. Members are volunteers drawn from all over the world and come from a diversity of backgrounds in the environmental science, policy and management communities. Having a substantial college of individuals enables the work of CEEDER to be shared and multiple assessments of each review/overview to be achieved. New members of the College are appointed a mentor and given training for the first assessments.

Position Summary

Review college members are allocated eligible evidence reviews and overviews for assessment by the CEEDER Editorial Team. The assessments are conducted using the CEESAT tool and assessment periods currently occur on a three-monthly basis (4 times a year). Typical allocation is 2-3 reviews or 4-5 overviews (or a mixture of these). Each member can provide a list of keywords that helps the Editorial Team to allocate articles relevant to members' interests. Assessment periods allow 4-5 weeks for assessments to be completed. Time commitment during each assessment period is typically 3 hours. There is an online meeting of the Review College a week before the deadline for each assessment period when updates and feedback can be reported and discussed.

Responsibilities

The main tasks associated with the Review College are:

- Assessment of evidence reviews/overviews using the CEESAT assessment tool.
- Responding to the requests of the CEEDER Editorial team to conduct assessments within each assessment period.
- Attending the 3-monthly meetings to discuss the development of CEEDER and the Review College role.
- Provide feedback to the Editorial Team on aspects of the process that could be improved.

Qualifications and Required Skills

A College member is expected to have science training to degree level and have awareness of environmental evidence synthesis methods and their role in evidence-informed decision making.

Typically, Review College Members will:

- Be active in the field of environmental science, policy or management or a closely allied field from a research or management perspective.
- Be fair and trustworthy, while possessing the ability to make difficult decisions
- Demonstrate organizational and communication skills, with a focus on service and positive team experiences.
- Be conversant with issues and approaches around avoiding bias in evaluation and editorial processes.

The CEE expects that Review College members will perform their obligations in a manner consistent with the highest standards of professionalism, competence, integrity, and ethics, and not engage in any conduct that may bring harm or disrepute upon CEEDER or CEE.

Terms of appointment

Review College members will serve an initial 1-year term and would normally serve a period of at least 3 years.

The CEE is committed to equal opportunities and believes that volunteering should be open to all regardless of race, gender, religion, sexual orientation or political beliefs. If a volunteer has a special need or disability that makes their involvement difficult, every effort will be made to involve them. An explanation will be given if this is not possible. The acceptance of volunteer assistance for a particular role is made on merit, with the sole selection criterion being the individual's suitability to carry out agreed tasks.

How to Apply

The CEE encourages individuals with diverse and global backgrounds to apply for this position.

Interested parties should submit the following materials

- A short curriculum vitae
- A short (200 words max) statement of interest that summarizes the candidate's qualifications, including relevant experience; specific knowledge of evidence synthesis, their connectivity to the evidence synthesis community and their available time commitment

Application materials should be sent to admin@environmentalevidence.org. There is no deadline and applications can be sent at any time.

All application materials will be kept confidential. The CEE will acknowledge receipt of applications.

Informal enquiries about the position may be sent in confidence to admin@environmentalevidence.org