



INVESTIGATOR / THEME LEADER ROLES: GUIDELINES AND APPLICATION PROCESS

Background

Principal Investigators (PIs) and Associate Investigators (AIs) were required to be identified along with Theme/Tumu leaders in the funding application for Coastal People: Southern Skies Centre of Research Excellence (the Centre) which was submitted to the funder, the Tertiary Education Commission (TEC), in November 2020. The members named in these positions were approached from the co-Directors after contribution to series of online hui, in person hui and the wānanga held in Wellington in 2019. These were individuals who actively participated in the these hui, developed and led the written proposal for the EOI and the full bid. In the selection process, the co-Directors balanced expertise, ability to work collaboratively, and the tertiary institution where the researchers were based.

The Centre has three platform themes: Connecting, Understanding and Restoring. There are two tumu: Training and Monitoring. There are two sails: Voyaging and Innovation. Each of the themes and tumu will have two or three leaders appointed. Initial theme leader appointments will be for a term of 3.5 years. The co-Directors and deputy co-Directors will lead the sails.

The Centre was funded at a level lower than the funds requested. As a consequence, the proposed research programme was reviewed during the development of the contract. In order to maintain transparency and fairness, a process for the appointment of members to leadership positions has been established. These guidelines outline the membership criteria and describe the application and assessment process for those wishing to express interest in becoming a Theme or Tumu Leader.

Our **vision** is flourishing wellness (mauri ora) of coastal communities.

Our **mission** is to connect, understand and restore coastal ecosystems of NZ and the Pacific through transformative research, local action and by unlocking potential through new pathways to learning.

Our **values** are central to all that we do and all of our actions are underpinned by these values; our values are based on **KAITIAKITANGA** and **MANA**:

**MEANINGFUL
AUTHENTIC
NATURAL
ACTION**



INVESTIGATOR STATUS

Associate Investigator Criteria

1. All non-student members will automatically be appointed as Associate Investigators.

Principal Investigator Criteria

1. Principal Investigators must be members of the Centre, leading projects funded by the Centre with a minimum FTE of 0.05/year.
2. Project teams will agree on the Principal Investigators during the project development.
3. Principal Investigator appointments will be for a term that is aligned with the components of the project that they are leading.
4. Theme Leaders will be identified as Principal Investigators.

Assessment Criteria for Principal Investigators (to inform the project teams' decision making)

- The role of the researcher within the project funded by Theme/Tumu operating costs.
- The leadership abilities of the researcher including their contributions to the development of the project.
- Excellence of the investigator's research (i.e. demonstrated capability to deliver meaningful outcomes).

Consideration should be given to the synergies between the Principal Investigator teams within each Theme/Tumu during the assessment process and also the the career development opportunities afforded by project leadership. Alongside this, there should be balance across the Centre such that the Principal Investigators are spread amongst partners.

THEME LEADERSHIP ROLES

Theme Leader Criteria

1. Theme Leaders must be members of the Centre.
2. Theme leaders must have demonstrated leadership abilities and experience or show leadership potential.
3. Initial Theme Leader appointments will be for a term of three and a half years. Theme Leaders may be reappointed into the role following the mid-term review. Subsequent appointments will be for a term of four years.
4. Theme Leaders are expected to contribute at least 0.1 FTE to leadership of the Theme/Tumu.

Applications for Theme Leader roles

1. Applications for Theme Leader roles will be invited via a call emailed to members.
2. An application for a Theme Leader role must include the following:



- a) The Theme/Tumu the applicant is wanting to co-lead.
 - b) A statement of the applicant's alignment with the values of the Centre and a brief discussion of how the applicant will ensure the Centre's values are implemented and maintained within the theme/tumu they are wanting to co-lead, and also the wider Centre.
 - c) Details of the applicant's leadership experience.
 - d) The names of two referees who have worked with the applicant in a leadership capacity.
 - e) An up-to-date CV.
3. The Senior Leadership Team may approach members directly if the call for applications does not result in sufficient applications or the applications received do not fulfill the Theme Leader assessment criteria.

Assessment Criteria for Theme Leader Applications

The applications will be assessed against the following criteria:

- Alignment of the applicant's values with the values of the Centre.
- The role of the applicant in the research programme (at the Theme/Tumu level and more broadly).
- Excellence of the applicant's leadership (i.e. demonstrated capability to lead teams).

Theme leaders will be appointed such that there is diversity in both location and discipline across the theme leaders as a collective group.

Consideration will be given to the synergies between the co-leadership teams within each Theme/Tumu during the assessment process.

Assessment Process for Theme Leader Applications

1. All applications for membership will be assessed by the Senior Leadership Team who will make a decision regarding the application.
2. The applicant will be advised of the outcome of the application, in writing, within one month of submission.

Appeals Process

1. Any appeals relating to the outcome of an application must be submitted to the Kaiurungi Programme Manager in writing within five working days of the outcome notification.
2. The appeal will be considered in accordance with the Appeals Policy.

Review of Principal Investigator or Theme Leader Appointment

1. Failure to provide leadership to a project (Principal Investigators) or broader Theme/Tumu (Theme Leaders) may result in the review of the appointment.
2. The review will be undertaken by a sub-committee of the Senior Leadership Team.



3. The Co-Directors will inform the Principal Investigator/Theme Leader of the outcome of the review in writing, this outcome may be termination of the appointment (and require return of the associated funding).

Contact for further information

If you have any queries regarding the content of these guidelines or need further clarification, contact the Kaiurungi Programme Manager.

