INVESTIGATOR APPOINTMENTS POLICY

**Purpose**
The Dodd-Walls Centre (DWC) has grown since it gained its CoRE status in 2015 and to ensure it covers a range of science that is strategically relevant to its mission and strategy, the appointment of new Investigators is crucial in enabling the centre to remain dynamic.

**Scope**
New DWC Associate Investigator appointments and future Principal Investigator appointments

**Definitions**
PI = Principal Investigator, appointed in the DWC to lead projects and a staff member of a partner organisation.
AI = Associate Investigator, appointed in the DWC and a staff member of a partner organisation

**Content**
All investigators have to support and implement the vision and mission of the Dodd-Walls Centre.

**PI Selection criteria**
1. PIs have to lead one or more Dodd-Walls Centre projects as outlined in the 2021-2024 Plan and Impact Statement.
2. PIs have to contribute to at least one of the non-scientific Dodd-Walls Centre activities. For example, involvement in te ao Māori, industry or outreach activities.
3. PIs have demonstrated research excellence.
4. PIs are encouraged to collaborate with Dodd-Walls Centre PIs or AIs, and cross-institutional and cross-CoRE collaborations are particularly encouraged.

**AI Selection criteria**
1. AIs must demonstrate how they plan to contribute to one or more of the Dodd-Walls Centre Questions as outlined in the 2021-2024 Plan and Impact Statement.
2. AIs have to lead independent research.
3. AIs are encouraged to collaborate with Dodd-Walls Centre PIs or AIs, and cross-institutional and cross-CoRE collaborations are particularly encouraged.

**Eligibility**
Applicant must be New Zealand-based and will be employed by one of the Dodd-Walls Centre partner organisations.

**How to apply**
Cover letter addressing the selection criteria, CV, publications list, and two recommendation letters (by Dodd-Walls Centre Investigators) emailed to the Programme Manager
dwcmanager@otago.ac.nz

Applications accepted year-round and considered on a quarterly basis.
Applications must be received at least two weeks prior to a Science Team meeting (held
quarterly) to be considered at that meeting. The application will be sent to the next Executive Committee (held quarterly) and the applicant notified within one week following the Executive Committee meeting.

Approved applications will be brought to the next Governance Board meeting (held quarterly) for noting and then communicated to TEC.

**Investigator benefits**

1. Investigators are eligible for research seed funding from a contestable pool
2. Investigators are eligible to submit projects for PhD scholarships and Summer scholarships
3. Investigators are eligible for travel funding from a contestable pool
4. Investigators may be considered for full funding with all other investigators in future funding rounds
5. New investigators have the same rights and obligations as existing investigators.

**Duration**

There will be a periodic review of AI, PI status as projects evolve.

**Related Policies, Procedures and Forms**

Related policies:

1. Legal and Personal (Membership Obligations LPP1, Privacy & Confidentiality LPP2, Intellectual Property LPP3, Disputes LPP4)
2. Pool Funding (Research PFP2, Travel PFP3)
3. Students (Postgrad Scholarships STP2)
4. Operating Expenditure FSP/OPEX

Related procedures: Appointments procedure APProc1, forms
Related contracts (internal only): Tertiary Education Commission Funding letter, Collaboration Agreement

**Consultation**

DWC Executive Committee set the original parameters for the policy

DWC Science Team discussed the details and procedure

DWC Programme Manager wrote the policy and strategy in consultation with the Director and Deputy Director

DWC Investigators views were sought by e-mail correspondence

**Contact for further information about this Policy**

If you have any queries regarding the content of this policy or need further clarification, contact the Programme Manager by email dwcmanager@otago.ac.nz

**Implementation Process**

**Person responsible** Programme Manager

**Communication strategy** Policy distributed by e-mail and posted on the DWC website