What is the mission of the panel experts in the Department of Research Evaluation (DER)

Every year the DER organises approximately 550 evaluations of research units, federated structures or other research-related entities.

The evaluations of these research entities are conducted by panels of experts, which draw on a core of “panel experts” who are institutional experts and complementary experts, including research support staff. The panel is supported by a scientific advisor and a project manager for all the administrative tasks.

These experts are organised into about twenty panels, based on the ERC panel model. This fosters a cross-cutting approach to the disciplinary sectors and allows for coherent and consistent evaluations.

Depending on the size of the units, the panel experts participate in the evaluations of 4 to 6 panels a year and chair between 1 and 3 per campaign. They are recruited for 3 years.

What exactly do the panel experts do?

- **Prepare the evaluation:**
  - Attend all the meetings held in connection with the evaluation process within Hcéres DER and within their panel.
  - Take part in drawing up or updating the guide to the research products and activities covered by their panel in consultation with the specialised scientific sections or committees of the CNU, CoNRS, INSERM, INRAE, IRD, etc.
  - Participate in meetings to prepare the group of evaluations.
  - Depending on the size of the units, participate in the evaluations of 4 to 6 panels per group and chair between 1 and 3 per campaign.
  - When chairing a panel, organise the experts’ work, ensure procedures are followed and be responsible for writing the report.
  - In line with the schedule fixed for a group of evaluations, familiarise themselves, for each evaluation, with the self-evaluation file for each of the research entities being evaluated by the panel the panel expert belongs to.
  - Analyse the information provided by the unit in the portfolio.
  - Contribute to the drafting of the preliminary report and the list of questions to put to the unit.

- **Participate in and/or lead the hearings with the stakeholders evaluated;**
- **Participate in the panels’ briefing and debriefing sessions;**
- **Participate in the panel’s post-visit reporting and summarising sessions;**
- Produce the final documents:
  - Participate with all the members of the panel in the writing of the final report following the interaction with the unit.
  - Participate in the analyses provided in the research summaries of the institutions in the group.
  - After the group of evaluations is complete, take part in writing the annual research review for their panel.
  - Help to analyse the feedback from the group.

What skills and qualities are required?
- Scientific expertise in their subject or discipline;
- Excellent knowledge of the scientific community, both national and international;
- Rigour and compliance with procedures and due regard for the confidentiality of the cases handled;
- Organisational skills.

What experience is expected of candidates?
- Experience in the governance of a laboratory;
- Experience of evaluation with another body.