

# Application guidelines for prospective Quality Panel members

## Who should apply?

Professionals, with relevant experience and expertise, who are interested in contributing to high quality HCV and HCV-HCSA<sup>1</sup> assessments that identify important social and environmental values in commodity production settings. The ALS is seeking professionals with the skills necessary to evaluate HCV assessment reports and/or HCV-HCSA assessment reports produced by Licensed Assessors. ALS is seeking both primary and secondary reviewers for the Quality Panel. See below for different application requirements.

## Minimum requirements

The following requirements will help us evaluate whether applicants have the relevant experience and skills to join the Quality Panel. **Please note: applications that do not meet the minimum requirements will not be considered.**

- Be able to **function effectively in English**, and ideally be able to work in **at least one other ALS language** (Bahasa Indonesia, French, Portuguese, Spanish)
- Be **effective at meeting deadlines**
- Be able to demonstrate:

**Primary reviewer:** The primary reviewer is responsible for the overall report review, including coordinating communication with the secondary reviewer(s) and preparing the final evaluation report.

**Secondary reviewer:** The secondary reviewer must complete the relevant sections of the evaluation report and be available for discussion with the primary reviewer.

**Relevant subject matter knowledge**, which can come from both academic training and professional experience. **Applicants must either hold a Masters degree or PhD in a relevant subject.** Relevant subjects include: natural resource management, tropical ecology, botany, hydrology, wildlife ecology, rural development, sociology, anthropology, remote sensing, cartography, among others **AND have at least one year of relevant practical experience** (as a professional, and not only as a student).

**OR** If an applicant does not hold a Masters degree or PhD in a relevant subject, he/she must **demonstrate at least five years of relevant practical experience** (as a professional, and not only as student).

- Be able to demonstrate:
  - Ability to do independent research, synthesise and evaluate data/information;
  - Ability to provide concise and substantiated written technical feedback;
  - Excellent written and communication skills.

<sup>1</sup> High Carbon Stock Approach



Document ID	ALS_03_B	ENGLISH
Date	01/08/2018	

## Additional requirements to become a primary reviewer

- Be able to demonstrate:
  - Significant familiarity/experience with the **HCV approach** theoretically or practically, e.g. as an ALS Licensed Assessor, assessment team leader or team member on HCV or HCV-HCSA assessments, HCV trainer, etc.;
  - Significant familiarity/experience with **auditing or baseline assessments**, e.g. Qualified Lead Auditor; consultant assessing against different standards
  - Significant familiarity/experience in conducting **peer reviews or evaluations**;
- Ability to coordinate inputs from two or three reviewers and produce a timely and good quality technical report.

## Highly desirable

- Ability to work in more than one ALS language (Bahasa Indonesia, French, Portuguese, Spanish) – particularly Bahasa Indonesia;
- Expertise in social sciences (participatory mapping, stakeholder consultation, FPIC processes);
- Expertise in land cover classification and remote sensing;
- Expertise in GIS and map making;
- Experience with the HCS Approach.

## How to apply

Qualified professionals should send the following information to [qualitymanager@hcvnetwork.org](mailto:qualitymanager@hcvnetwork.org):

- Updated **CV** (maximum 2 pages) with two recent professional references;
- A **covering letter** demonstrating how you meet the application requirements and describing e.g. your familiarity/experience with the HCV and/or HCSA approach (theoretical or practical) and country and resource sector experience.

## Next steps

Successful applicants will be notified via email and will participate in an induction with the ALS Quality Manager and undergo a trial period to determine suitability for the role.