

## 2017 Tinker-Muse Prize Nomination Package

### Notes for Nominators:

The Tinker-Muse Prize nomination package is designed in line with the prize evaluation criteria (detailed in the Category Descriptions document). The nominees will be judged solely on the information provided in the nomination package (résumé with supporting documents, nomination letter, supporting letters) as given below.

The **nominees should be less than 50 years on the closing date of nomination**. Only under exceptional circumstances (e.g. maternity/paternity leave, career break, etc.) will nominees over 50 years be considered – please contact the SCAR Secretariat <info@scar.org> if you feel this to be the case.

A nominee should have an existing track record of sufficient depth and breadth to provide indications of future potential for success and leadership, allowing the selection committee to project, with reasonable assurance, that this person will remain in Antarctic science and/or policy as a career choice and become a leader in his or her field.

Nomination packages for highly competitive candidates not selected for the Tinker-Muse Prize in a given year will be held for three years for possible consideration in subsequent years. If a nomination is carried forward, the selection committee will ask the nominator to submit a new cover letter and curriculum vitae and to update the nomination package with recent developments in the nominee's career.

This document summarizes what is required to submit a nomination package for the Tinker-Muse Prize. The documents listed below need to be complete (**preferably saved in PDF format**) and ready to upload in advance of the online nomination process. It is important that the nominator **follows the given format and page limits for the nomination**, which will facilitate the consideration of the nomination.

**The minimum font size for all documents, including letters of nomination and support, is 10 point.**

1. The **Nomination Form (one consolidated file)** consisting of:
  - a) **Two-page résumé** which includes relevant details of the nominee's career, beginning with a three-sentence summary of how the nominee fits the criteria and ideals of the Tinker-Muse Prize. The details provided should include the nominee's date of birth, education, professional experience, honours and distinctions, research support (grants and fellowships) and should highlight service related to Antarctic research and policy and other leadership positions.
  - b) **Two-page summary of up to 10 publications/outputs**, each with a two- to three-sentence explanation of their significance and impacts. The nominator is asked to **emphasize those from the past five years**, and to provide other representative examples from the previous period. A full list of publications may be provided separately as part the 'further detailed information' file described in (2) below. Citation summaries from Web of Science or Google Scholar may be included.
  - c) **One-page explanation of outreach initiatives and capacity-building activities** with emphasis on the last five years. This should also include the total number of students supervised/mentored. Internet links to any blogs, video interviews, or any other online media to which the nominee contributes should be

provided separately as part the 'further detailed information' file described in (2) below.

2. If the nominator wishes, **any further detailed information** on any of the above three can be uploaded as **one consolidated file** during the online nomination process.
3. **A letter of nomination** is required from an individual familiar with the candidate's achievements and future potential (the nominator), both of which should be explained succinctly in the letter. The purpose of the letter is to make a case for the candidate receiving the Tinker-Muse Prize based on the totality of the evidence presented, rather than a general commendation of the career of the candidate. The nomination letter **must not exceed three single-spaced pages** and must be in English. It should include a one-page overview of the nominee's activities and approach to:
  - Communication of Antarctic science and/or policy within the broad Antarctic community and beyond, and
  - Leadership within Antarctic science and/or policy, with attention to the demonstration of commitment to advancing the international community.
4. **Any further letter(s) of support for the nomination.** Up to three additional letters of support from other individuals familiar with the nominee's qualifications may be included in the nomination package. These letters should not exceed one page in length and must be in English. These additional letters must be significantly different in content from the nomination letter, further informing the selection committee of the nominee's qualifications for the prize, and must not simply repeat the content of the nomination letter. It may therefore be useful for nominators to send copies of their own letter and nomination form to those providing additional letters of support, in order to avoid repetition. Letters in support of the nomination are to be submitted as separate files.

Once these files are ready, the nominator can proceed to the online nomination.

### **Online Nomination**

The nominator should complete the online nomination process on the Tinker-Muse Prize website at <http://www.museprize.org/nomination/index.php> as follows:

Enter Name of Nominator, their email, full postal address and phone number

Enter Name of Nominee, their email, full postal address and phone number

Upload the completed Nomination Form and Letter of Nomination

Upload the letters of support, and further detailed information, if available

*(In case of any doubts or queries, please contact the SCAR Secretariat <[info@scar.org](mailto:info@scar.org)>)*

# 2017 Nomination Form Part 1: *Nominee Résumé*

Page limit for Nominee Résumé is 2 pages (minimum font size 10 point).

The résumé may begin with a 3-sentence summary of the nominee's overall contributions to Antarctic science and policy. If needed, further detailed information can be provided in separate files for each header given below.

|                             |                               |
|-----------------------------|-------------------------------|
| Name:                       | Email:                        |
| Date of Birth (dd/mm/yy):   |                               |
| Country/ies of Citizenship: | Country of current Residence: |

**Summary of overall contributions to Antarctic science and policy:**

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| <br><br><br><br><br><br><br><br><br><br> |
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**Education** (*year, degree, subject, university*):

**Professional Experience** (*years, position, organisation*):

**Honours & distinctions:**

**Research support** (*grants and fellowships received*):

**Service on Boards / Committees / Editorial boards** (*highlighting service related to Antarctic research and policy and leadership positions*):

## **2017 Nomination Form Part 2: *Summary of Publications***

Page limit for Summary of Publications is 2 pages (minimum font size 10 point).

The summary may begin with a brief explanatory paragraph that provides an overview and explains the significance of particular publications. The nominator is encouraged to emphasize publications in the past five years, and to provide representative publications from the previous period.

**Overview of publications, and significance of particular publications:**

**Publications (2012 – 2017):**

**Other highlighted/significant publications:**

**Summary of all publications** (*please provide number of, below*):

- a. Total number of publications:
- b. Total number of journal publications:
- c. Total number of books edited or book chapters published:
- d. Total number of oral/posters in conferences:

**2017 Nomination Form Part 3:  
*Summary of Outreach & Communication Activities***

Page limit for Summary of Outreach & Communication Activities is 1 page  
(minimum font size 10 point).

A full list of internet links to capacity-building activities, blogs, TV, online interviews, and any other online media (video/audio/written) may be provided as an appendix. Where evaluation of the effectiveness of the activities is available, this should be included.

**Summary of significant outreach and capacity-building activities undertaken by nominee:**

**Outreach activities that promote understanding and preservation of Antarctica** (*e.g. in schools, with the general public, decision-makers, etc.*):

**Number of students supervised/mentored:**

Bachelors/Masters:

PhD: