



Call for expression of interest for EIT Food Evaluators

Function:

Call addressed to individuals for the establishment of a database of prospective independent experts to assist EIT Food with evaluating proposals in connection with EIT funding

Application period for 2020 Call for proposals evaluation :

22 February to 31 March 2019

Application period for open running database:

22 February to 30 June 2019

EIT Food

EIT Food is a consortium of more than 50 partners from leading businesses, research centres and universities across 13 countries that has been selected by the European Institute of Innovation and Technology (EIT) as the Knowledge and Innovation Community (KIC) in the agrifood sector. As one of the largest public funded initiatives in the EU agrifood innovation space, the EIT Food KIC will act as a people-centric and resource-smart transformer of the European food system, driving consumer confidence and improving global health.

Role description

EIT Food invites applications from individuals with a view to establishing a database of independent experts who could be called on in connection with its call for proposals to advise on or assist with the:

- evaluation of partner's proposals;
- advising on infrastructural programmes;
- Assisting EIT Food by providing advice in specific cases.

Knowledge, skills and experience

EIT Food is constituting a database of independent experts having a proven professional experience in the agri-food sector and in particular in one of EIT Food's four functional areas: Education, Innovation, Business Creation and Communication. Selection criteria include:

- At least 8-10 years of professional experience in the food sector, higher education, business creation/venture growth or consumer engagement;



- Proven expertise in one of the broad key domains of EIT Food. These include, but are not limited to:
 - Agriculture/agricultural technologies;
 - Bio-economy/resource stewardship/sustainability;
 - Consumer testing/sensory science;
 - Entrepreneurship/business start-up/development/acceleration in agrifood or life sciences;
 - Education/andragogy, in particular in entrepreneurship or food systems;
 - Food-health nexus;
 - Food production/manufacturing/processing;
 - Food science/chemistry/technology;
 - Food safety/quality
 - Food systems/food value chains;
 - Food waste/side stream valuation;
 - Marketing/consumer behaviour/market research, preferably in the food sector;
 - New business models;
 - Nutrition/food related health;
 - Product development in the food sector;
 - Science communication/public engagement of science/citizen science;
 - STEM/STEAM/science education;
 - Trust/transparency.
- Proficiency in English, level C1 or above;
- Previous experience as an evaluator of EU projects or an EIT Knowledge Innovation Community is an advantage.

Application and Selection Procedure

EIT Food hereby invites individuals with relevant experience to apply as prospective independent experts via the online electronic system available at the following website [LINK](#).

The call is open between 22nd February and 30th June 2019. Nonetheless, those experts willing to take part in the Call 2020 evaluation should submit their application by 31st March 2019.

All sections of the application shall be completed. Areas of expertise and professional experience should be adequately detailed and if requested documented. An application is considered complete once confirmed as valid in the online electronic system.

Independent experts shall be selected for inclusion based on the following criteria:

- Excellence: relevant expertise (50%);
- Experience: number of years of relevant professional experience (20%), previous reviewer experience (10%);
- Multi-disciplinarity: domains covered (20%).

Only the experts whose expertise is needed for a given evaluation exercise will be contacted by EIT Food. Inclusion in the database will be for a 3-year term, potentially renewable.

For its annual Call for Proposals cycle, EIT Food will select evaluators from its database in order to establish panels that have a balanced composition in terms of various skills, experience, and knowledge, geographical diversity and gender, depending on the content of proposals put forward by our partners.



The policy of EIT Food is one of equal opportunities for women and men. In this context, EIT Food has set itself a target of 40% of the under-represented sex in all evaluation panels.

Please note that, to be considered for inclusion in an evaluation panel for the 2020 Call for Proposals, experts must be able to travel to Brussels to attend a 1 or 2-day panel meeting in the week of 3-7 June 2019.

The personal data collected in the context of the present call will be processed in accordance with Regulation (EC) No. 45/2001 of the European Parliament and of the Council of 18 December 2000 “on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data”.

Compensation

There will be no compensation for being included in the database. When included in an evaluation panel, EIT Food IVZW will pay a service fee of 450 euro (excluding VAT) per day spent in assisting EIT Food IVZW. Base for the calculation of the final compensation will be around four days of remote review, with an estimated 8-12 proposals foreseen per evaluator, as well as the day for the participation in the panel meeting in Brussels. Evaluators are responsible to comply with their local legal and fiscal regulation in relation to the payment.

In addition, travel expenses for participating in the review meeting in Brussels will be reimbursed. Expenses must comply with the EIT Food IVZW travel policy for expert reviewers.

Timeline

<i>Close of call for evaluators</i>	Please use the Application link to complete your application.
31 March 2019 at 23.59 CET	For being considered for the Call 2020 Evaluation in May – June 2019
30 June 2019 at 23.59 CET	For Registration in the EIT Food Evaluator Database
<i>Selection of the evaluators</i>	Notification of inclusion in the database of experts, and selection of experts for 2020 Call for Proposals.
22 April 2019	
<i>Evaluation period for the call proposals</i>	This is the period during which evaluators have time to evaluate the submitted proposals.
From 3 May 2019 till 27 May 2019 midnight	
<i>Consensus meetings</i>	This is the meeting where the evaluation results of all submitted call proposals are brought together for discussion, decision (yes/no) and potential recommendation for improvements to the proposers.
3-7 June 2019, Brussels, Belgium	

Conflict of Interest

The task of the Expert is to be performed in a confidential, fair and equitable manner, according to the rules of the evaluation process established by the EIT Food.

To ensure the independence of the work that they are called upon to perform in their capacity as 'independent experts', prior to the signature of their contract, experts will be required to attest that they abide by the terms of the EIT Food code of conduct (including confidentiality aspects) in the electronic exchange system.

Experts shall be excluded from participation in this call if they have a conflict of interest in connection with the proposals or proposers; a conflict of interest could arise in particular as a result of economic interests, political or national affinities, family or emotional ties or any other relevant connection or shared interest.

- A disqualifying conflict of interest exists if Expert:
 - Was involved in the preparation of the KIC added value activity.
 - If he/she or his/her organisation could stand to benefit, or be disadvantaged, as a direct result of the evaluation carried out.
 - Has a close family relationship with any person representing a participating organisation in the KIC added value activity.
 - Is a director, trustee or partner of any beneficiary, participating in the KIC added value activity, or is a subcontractor/third party carrying out work for any beneficiary in the KIC added value activity concerned.
 - Is employed by one of the beneficiaries, participating in the KIC added value activity or by a subcontractor/third party carrying out work for any beneficiary in the KIC added value activity concerned.
 - Is in any other situation that compromises his/her ability to evaluate the KIC added value activity impartially.
- A potential conflict of interest may exist, even in cases not covered by the clear disqualifying conflicts indicated above, if an Expert:
 - Was employed by one of the participating organisations in an KIC added value activity within the previous three years – in this case the reviewer should indicate this potential conflict of interest. This does not disqualify him / her from the review process all together, special measure will be put in place to maintain impartiality.
 - Is involved in a contract or research collaboration with a participating organisation, or had been so in the previous three years.
 - Is in any other situation that could cast doubt on his/her ability to evaluate the KIC added value activity impartially, or that could reasonably appear to do so in the eyes of an external third party.

At the signature of the contract, experts shall provide a declaration on their honour stating that they are not in one of the situations of exclusion listed above. If Expert selected for performing evaluation tasks has a conflict of interest or potential conflict of interest with any proposed KIC Added value activity, they must declare such facts to EIT Food as soon as they become aware of this. In this case, they must immediately stop reviewing the proposal in question until instructed otherwise by EIT Food.