

UK Space Agency: UK Space Agency Earth Observation Advisory Committee: Call for Ad hominem members

Closing date: 23:59 on the 19th April 2017

The Earth Observation Advisory Committee (EOAC) advises the UK Space Agency on a range of strategic, scientific, technological and data exploitation issues. The EOAC was established in 2012 with the aim of providing advice to the Agency on the strategic direction for the UK's involvement in Earth Observation (EO) programmes and projects.

The UK Space Agency is seeking to ensure that the UK's participation in Earth observation is as strong as possible and that it is recognised for the role it can play in delivering a sustainable service based economy.

The UK is seeking up to four new ad hominem members of the EOAC to provide a wide range of views on all aspects of EO. Successful applicants will operate in a personal capacity and will be encouraged to have the freedom to challenge, debate and provide alternative views.

Ad hominem members may be asked to take the role of Chair and vice chair of the EOAC, taking an important role in guiding discussions, tasking members with specific activities and reporting to the Executive Board of the UK Space Agency. The Terms of reference for the committee, the person specification and application process can be found below.

If you feel you have the skills, experience or ideas useful to the EOAC please send us your application by 19th April 2017.

Position Specification

The successful candidates will:

Complement the ex officio members of the Committee by bringing specific expertise or experience in one or more of the following Earth Observation relevant areas:

- Science and technology.
- Small and large Industry.
- Space and ground segment infrastructure.
- Applications for both commercial and non-commercial markets.
- Communications and outreach.
- Education and skills.
- International space sector.

The appointments will be initially for three years from May 2017 – May 2020 with the possibility of an extension up to a maximum of five years.

Applicants should have a genuine desire and ability to assist the UK Space Agency set, measure and achieve strategic goals for all aspects of EO. The time commitment is variable. The EOAC meetings are likely to be a whole day, twice per year but the post holders will also be expected to provide guidance and advice at other times over the year up to an inclusive maximum of six days in total.

These roles attract reasonable basic travel and subsistence expenses for attendance at meetings in accordance with UK Space Agency terms and conditions.

Selection procedure

The UK Space Agency will seek the best members possible for its advisory bodies but also seeks to ensure that membership reflects the diversity within the relevant communities and encourages equality with regard to gender, race and disability. We are particularly looking for an early/ mid career representative for one of the roles.

Applications should include a covering letter and CV.

The covering letter should be a maximum of two pages and should include:

- Your motivation for serving on the EOAC committee
- Your area(s) of expertise and current activity and seniority
- appropriate qualities including knowledge of the subject area,
- experience of serving on committees,
- what you would bring/ add to the EOAC committee
- any possible conflicts of interest or steps to ensure a neutral position
- a statement of availability – i.e. can your current employer release you for up to six days per year?
- a statement on your desire (or not) to be considered for the chair or vice chair role

Please send your application to UKSAEOT@ukspaceagency.bis.gsi.gov.uk by **23:59 on Wednesday 19th April 2017** at the latest.

Please mark the email as CONFIDENTIAL EOAC Application: Your surname

We anticipate a high level of interest and, if necessary, will conduct interviews prior to selection. An announcement is likely by the end of May 2017.

Meetings are usually held in Swindon, London or Harwell. The Terms of Reference have been revised for 2017 and are as below at Annex A.

For further information please contact:

The current EOAC chair derek.greer@tesella.com or UKSA Head of Earth Observation Beth.Greenaway@ukspaceagency.bis.gsi.gov.uk

Purpose

1. The Committee will, taking due regard of the policies set by the UK Space Agency and the policy advice of NERC, the Met Office, Defra, BEIS and other government departments as appropriate:
 - 1.1. Provide advice to the Agency on the strategic direction for the UK's involvement in Earth observation programmes and projects, taking account of issues relating to:
 - Science and technology.
 - Industry and academia.
 - Space and ground segments.
 - Applications for both public good and economic growth.
 - Science and society (outreach).
 - Education and skills.
 - 1.2. Support development of the briefing for UK delegates to ESA, EU and other international committees on Earth Observation (EO) issues as required including through sub groups where necessary.
 - 1.3. Provide critical appraisal of the evidence base underpinning development of UK Space Agency EO activities and investments.
2. The Committee will provide advice on the relative priority of current and potential future national Earth observation projects, programmes or facilities as an input to UK Space Agency decisions, taking account of the factors listed above; noting that for detailed project review, the committee can call upon other expert bodies.
3. The Committee will act as the Senior Advisory Group the Agency's EO instrument technology Programme CEOI 2020 and to other bodies that may be established.
4. The Committee will provide advice on the promulgation of the scientific, commercial and public service opportunities arising from the UK's EO programme to the broader industrial and academic community and identify, where possible, potential funding routes for knowledge exchange, commercial and public service applications and technological spinoff.
5. The Chair will take forward the strategic direction provided to the UK Space Agency into other fora and committee meetings to ensure the same policy advice and priorities is delivered.

Mode of operation

6. The Committee will report via its Chair to UK Space Agency Chief Executive.
7. The Committee's recommendations will be recorded in the Minutes of the meetings and these may include prepared statements addressing specific items.
8. The Committee will provide a brief summary of its meetings for dissemination to the community for example via the Agency's web site. The contribution of the Committee participants in this summary and all other meeting notes will be anonymous.
9. Committee documents requiring confidentiality will be marked appropriately.
10. The Committee will meet approximately twice a year. Its subgroups will meet more frequently as necessary including shortly in advance of the four ESA Earth Observation Programme Board meetings.
11. The agenda will include standard items, i.e. updates from the UK Space Agency and ex officio members, ESA PBEO and European issues update and review of the forward meeting schedule. In addition the agenda can include in-depth papers and presentations to seek timely advice on issues.
12. The Committee will normally hold a 'town meeting' session every 2 – 3 years for the wider EO community, for example during a suitable conference/symposium.

Membership

13. The Committee composition will include as a minimum:
 - an external Chair and Vice Chair selected through open advertisement;
 - the Director of the NERC National Centre for Earth Observation;
 - all UK members of ESA's Earth Sciences Advisory Committee;
 - a minimum of one representative of the UK space industry (nominated through UKSpace and BARSC);
 - a minimum of one representative nominated by RSPSoc;
 - as necessary, appropriate cross-representatives from other Agency advisory committees;
 - a representative nominated by each of Defra, BEIS Climate Change policy unit, NERC, MOD and the Met Office; STFC RAL Space, Satellite Applications Catapult;
 - a minimum of one UK EO academic; and
 - other members as deemed necessary including at least one ad hominen member.

14. Membership may be supplemented by experts on specific issues as necessary for a particular meeting, for example cross UK Space Agency members and policy makers.
15. Representatives of the UK Space Agency Executive will be ex officio members.
16. Membership duration of Chair, Vice Chair and representatives will be for two years with the possibility of an extension for a further year.

UK Space Agency Attendance

17. The meeting will be attended by the UK Space Agency Head of Earth Observation and by the member of the Executive Board of the UK Space Agency responsible for Earth Observation.

Secretariat

18. The Chair will be supported by a secretariat provided by the Agency. The secretariat will prepare the draft agenda and will distribute necessary documentation (e.g. via an Alfresco extranet site).
19. The secretariat will record Minutes and actions.

Working Groups

20. The Committee may, at its discretion, establish ad hoc working groups on specific issues with additional members.

Fees and Expenses

21. Members will be entitled to claim for travel expenses to EOAC meetings. This will be done in accordance with UK Space Agency travel and subsistence regulations where the cheapest option for travel is selected. Claims should be made within one month of the meeting.

Annex B List of EOAC Members

Chair Independent
Vice Chair Independent
NCEO Director
ESAC
Representatives of UK Space Industry (nominated through UKSpace and BARSC)
RSPSoc
Other AC members
DEFRA
BEIS Climate Change
NERC
MOD
Met Office
STFC RAL Space
Satellite Applications Catapult
CEOI 2020
UK Space Agency
Ad hominum 1
Ad hominum 2