

Scientists apply to become IODP³ Expedition Science Team members or to serve as Panel or Board members in response to calls issued on the IODP³ website.

Applications are submitted via the IODP³ Gateway system, accessible on the IODP³ website, and require the information described in this guide.

Guide for Applicants for IODP³ Expedition Science Team or Panel/Board membership



**INTERNATIONAL
OCEAN DRILLING
PROGRAMME**

Guide for Applicants for IODP³ Expedition Science Team or Panel/Board membership

1. Introduction

This document summarises the information required in applications to participate as an Expedition Science Team member in an IODP³ scientific ocean drilling or SPARC expedition, or to serve as a member of an IODP³ Panel or Board.

Applications are submitted via the **IODP³ Gateway** (see [Apply to Participate](#) on the IODP³ website) and are prepared by completing the series of webforms listed in this table:

Information Requirements	Scientific Ocean Drilling Expeditions	SPARC Expeditions	Panels & Boards
Form 1: Applicant Details – see Section 3			
• Role Categories (see Section 3.1)	✓	✓	✗
• Gender (see Section 3.2)	✓	✓	✓
• National and Workplace Nation Affiliations (see Section 3.3)	✓	✓	✓
• Career Stage Classification (see Section 3.4)	✓	✓	✓
Form 2: Your Research Background – see Section 4			
• Main Field(s) of Research (see Section 4.1)	✓	✓	✗
• Research Background Statement see (Section 4.2)	✓	✓	✓
• Curriculum Vitae (see Section 4.3)	✓	✓	✓
• List of up to 10 Publications (see Section 4.4)	✓	✓	✓
Form 3: Your Science Plans/Application Statement – see Section 5			
• Science Plans and Support (see Section 5.1)	✓	✓	✗
• Application Statement (see Section 5.2)	✓	✓	✓
• Letter of Recommendation (see Section 5.3)	✓ <small>(PhD students only)</small>	✓ <small>(PhD students only)</small>	✗
Form 4: Scientific Drilling Experience – see Section 6			
• Previous Involvement in Scientific Drilling (see Section 6.1)	✓	✓	✓
• Form of Involvement (see Section 6.2)	✓	✓	✓
• Nature of Your Previous Experience (see Section 6.3)	✓	✓	✓
Form 5: Understanding of Responsibilities – see Section 7			
	✓	✓	✓

Further details of these requirements and content-types are given in the sections below.

2. Registering on the IODP³ Gateway

Applicants interested in participating in IODP³ expeditions, panels or boards must first register for an account on the IODP³ Gateway (accessible via [Apply to Participate](#) on the IODP³ website). Once registered, users must then complete their profile by providing the following personal details:

- Title
- Organisation
- Mobile phone
- First name
- Email
- ORCID number
- Surname
- Work telephone number

3. Applicant Details

3.1 Role Categories

(for Expedition Science Team Membership applications only)

These specify an applicant's preferred form of participation in a scientific ocean drilling or SPARC expedition via selection of one of the following options in checkbox lists on the IODP³ Gateway.

For Scientific Ocean Drilling Expeditions:

When applying in response to an initial call for expedition participation, the following three options for Expedition Science Team membership are available:

Offshore and Onshore: Select this option to request participation in all aspects of the expedition as an Expedition Science Team member. This indicates a willingness to be selected for offshore operations involving the collection of data at sea and associated shiftwork. You would be required to positively engage with the on-boarding tasks required of offshore participants to prepare for sailing on the expedition. You must also be willing to engage in person with onshore operations conducted at a core repository, where core description and analyses will be performed, and may also involve shiftwork. Note that successful applicants who select this option are not guaranteed to be involved in offshore operations.

Onshore only: Select this option to request participation as an Expedition Science Team member in only the onshore operations of the expedition. This indicates a willingness to engage in person with onshore operations conducted at a core repository, where core description and analyses will be performed, that may involve shiftwork.

Research plan only: Select this option to submit a research plan to be considered as a scientific contribution to achieving the expedition objectives, without involvement in either the offshore or onshore (repository-based) operations. Successful applicants through this route will become members of the Expedition Science Team and will be instructed to submit a sample request based on the research plan described in their application.

The following option should only be selected when applying in response to a second call for participation issued during the expedition moratorium period, after publication of the Expedition Summary:

Sample request: Select this option to submit a sample request to the expedition Sample Allocation Committee during the expedition moratorium period. Successful applicants through this route will also become members of the Expedition Science Team, but after completion of the offshore and onshore (repository-based) operations.

For SPARC Expeditions:

Repository and laboratory: Selecting this option indicates a willingness to spend time involved in core description and/or analyses and/or sampling performed at one or more of the scientific ocean drilling Core Repositories (with associated travel), in addition to conducting SPARC-related analyses of samples or data at your own (or other) laboratories.

Laboratory only: Select this option to indicate a preference to conduct SPARC-related analyses of samples or data at your own (or other) laboratories, without participating in activities at the Core Repositories.

3.2. Gender

IODP³ collects information on the gender of applicants solely for the purpose of identifying and addressing gaps in representation and fostering a more inclusive environment.

The IODP³ Gateway requests this information by asking applicants “Which of the following most accurately describes you?”, with the following checkbox options:

- Woman
- Non-binary
- Prefer not to disclose
- Man
- Transgender
- Let me type (≤10 words in a text-box)

3.3. National and Workplace Nation Affiliations

IODP³ collects information on the nationality of applicants to generate statistics on international engagement for anonymised reporting and monitoring purposes.

Information on workplace nation affiliations (i.e. where you will be based if you are selected to participate) is used to inform staffing decisions as we have a responsibility to ensure that national participation levels reflect programmatic balances defined in collaborative agreements and/or relative national funding contributions to IODP³ over the full term of the programme.

3.4. Career Stage Classification

IODP³ is committed to ensuring that opportunities to participate are open to researchers at all career stages, from PhD students and postdoctoral researchers to senior professors. To achieve appropriate career-stage balances, we ask applicants to self-classify according to these definitions:

- PhD student
- Early career researcher (≤10 years post-PhD)
- Senior scientist (> 10 years post-PhD)

(note that career breaks or other factors, such as caring responsibilities, influencing your profile may be outlined in your CV or application statement).

4. Your Research Background

Information on an applicant’s research background and profile is required as follows.

4.1. Main Field(s) of Research (Expedition Science Team Membership applications only)

These are selected from the following options related to the most common disciplines in scientific ocean drilling projects via checkbox lists on the IODP³ Gateway:

- Core description (sedimentology, petrology, structural geology)
- Petrophysics (physical properties, downhole measurements, geophysics)

- Stratigraphic correlation
- Inorganic geochemistry
- Micropaleontology
- Borehole observatories
- Paleomagnetism
- Organic geochemistry
- Microbiology
- Other (≤15 words in a text-box)

4.2. Research Background Statement

Applicants should briefly summarise their research background/interests by completing a free-text box (≤100 words). More detailed information may be provided in the application statement.

4.3. Curriculum Vitae

Applicants should prepare a CV of a maximum of 2 x A4 pages, formatted with margins of at least 1.5 cm, single line spacing, 11 or 12 pt Arial/Calibri/Aptos font.

This should **exclude** scientific publications as these are provided separately and may be accessible to reviewers via the applicant's ORCID number provided when registering for the IODP³ Gateway.

CVs must be provided as a PDF file by dragging/dropping or selecting the document for upload into a webform.

4.4. List of up to 10 Publications

Applicants should provide a list of ≤ 10 publications that are most relevant to the objectives of the scientific ocean drilling or SPARC expedition they are applying to join, or that best illustrate the research experience they would bring to an IODP³ panel or board.

Publications need to be typed or pasted into a ≤ 500 word free-text box and should be listed using the Harvard referencing style.

5. Your Science Plans/Application Statement

5.1. Science Plans and Support (Expedition Science Team Membership applications only)

Applicants need to

- summarise both their scientific interest in the expedition they are applying for and their proposed participation plan/scientific objectives, by completing a free-text box using ≤100 words. More detail should be provided in the application statement.

and either:

- for scientific ocean drilling expeditions, summarise the post-expedition science support that will allow them to achieve their research objectives, by completing a free-text box using ≤100 words. This should include potential or secured sources of research funding and any support available from their host institution, such as staff time or use of analytical facilities (more detail should be provided in the application statement).

or:

- for SPARC expeditions, summarise access to science support that will help them achieve their research objectives and that of the SPARC, by completing a free-text box using ≤100 words. This should include any additional sources of funding and/or in-kind analytical support that will be available to enhance the overall SPARC research effort (more detail should be provided in the application statement).

5.2. Application Statement

Applicants should prepare an application statement of a maximum of 3 x A4 pages (including references), formatted with margins of at least 1.5 cm, single line spacing, 11 or 12 pt Arial/Calibri/Aptos font.

- For applications for Expedition Science Team membership, the statement should provide details of the applicant's scientific interest in the expedition (including any links to their current and/or past research), and outline plans for contributing to the expedition objectives (during offshore/onshore operations and via post-expedition research for scientific drilling expeditions, or via analytical contributions and potential collaboration for SPARC expeditions.
- For applications for Panel or Board membership, the statement should provide details about the applicant's motivation for applying and how their research background and any previous experience of scientific evaluation/leadership will allow them to contribute effectively to IODP³.

The Application Statement must be provided as a PDF file by dragging/dropping or selecting the document for upload into a webform.

5.3. Letter of Recommendation

PhD students applying for Expedition Science Team membership must submit a letter of recommendation from their supervisor in support of their application, including their institutional letterhead.

This statement must be provided as a PDF file by dragging/dropping or selecting the document for upload into a webform.

6. Scientific Drilling Experience

Please note that prior experience of scientific ocean (or continental) drilling is not a prerequisite for selection for IODP³ expeditions, and we welcome applications from suitably qualified scientists with no prior involvement. Prior involvement is desirable for panel and board membership, but again is not essential.

Prior involvement in this context includes membership(s) of scientific drilling project teams, use of samples and data generated by scientific drilling, engagement with scientific drilling training events and/or workshops, and awards of scientific drilling-related grants and scholarships.

Applicants summarise the nature of any previous involvement as follows.

6.1. Previous Involvement in Scientific Drilling (by Programme)

Applicants should specify their previous programmatic involvement in scientific drilling by selecting all that apply from the following checkbox options:

- International Ocean Drilling Programme
- International Ocean Discovery Program
- Integrated Ocean Drilling Program
- Ocean Drilling Program
- Deep Sea Drilling Project
- International Continental Scientific Drilling Program (ICDP)
- No previous involvement

6.2. Form of involvement

Applicants should specify their form of involvement in scientific drilling science by selecting all that apply from the following checkbox options:

- Sailed on previous scientific ocean drilling expedition(s)
- Involved in ICDP operations in the field
- Used scientific drilling core samples or data in my research
- Participated in scientific ocean drilling training events or workshops
- Received scientific ocean drilling-related grants and/or scholarships
- Membership of scientific ocean drilling panels and/or boards
- Have held leadership roles in scientific ocean drilling programmes

6.3. Nature of Your Previous Experience

Applicants should provide brief further details of their previous experience (if any) in scientific drilling science, by completing a free-text box (in ≤100 words). More detailed information may be provided in the application statement.

This text box should either be left blank or state “No previous experience” if an applicant has not been involved in scientific drilling science before.

7. Understanding of Responsibilities

Applicants are required to confirm that they have understood the programmatic responsibilities associated with IODP³ participation, as follows:

- All applicants must confirm that they have read and understood the [IODP³ Code of Conduct and Anti-Harassment Policy](#) and commit to abide by this policy in all IODP³-related activities.
- Applicants for Expedition Science Team membership must confirm that they have read and understood the [IODP³ Sample, Data and Obligations Policy](#) and commit to abide by this policy.
- Applicants for panels and boards must confirm that they have read and understood the [Terms of Reference](#) for the IODP³ entity they applying to join

In addition, applicants must confirm that they have notified their national IODP³ office of their intention to submit their application (see [Programme Member Offices](#)). For panel and board membership, applicants are also asked to confirm that they have discussed potential travel support for attending meetings with their national offices or national delegates.