



Chevening 2023-2024 Reading Committee

The Chevening Programme is the UK government's global scholarship programme funded by the Foreign, Commonwealth and Development Office (FCDO) and partner organisations. Offered in over 160 countries and territories globally, the Chevening Programme grants awards to outstanding scholars and fellows with demonstrable leadership potential and a commitment to creating positive change in their home country or territory.

Chevening offers two types of awards:

- **Scholarships:** A one-year taught master's degree in any subject and at any UK higher education institution.
- **Fellowships:** Either a bespoke short course or a research project based in the UK for between two to twelve months. Fellowship awards are available in specific regions only.

For the 2022-2023 academic year, over 1,600 awards have been offered to Chevening Scholars and Fellows to the UK. For more information on Chevening Awards, please visit: www.chevening.org.

The Reading Committees form a crucial part in the selection of Chevening Scholars and Fellows to ensure independently assessed excellence. Each committee comprises two members: a **Regional Assessor** and an **Academic Assessor** who will be asked to assess applications from a particular country and/or territory, or countries and/or territories from a particular region (see Annex A).

- **We are seeking a number of Regional Assessors** with substantial international experience across a range of countries and/or a region. In addition to reading and scoring applications according to the Chevening assessment criteria, Regional Assessors are asked to consider the applicant's career aspirations in relation to the country/territory context and to produce a short, written report for each country/territory assessed. Previously, our Regional Assessors have included former UK diplomats, representatives from private sector organisations or higher education institutions.
- **We are seeking a number of Academic Assessors** with experience in assessing academic applications from a wide range of subject areas. In addition to reading and scoring applications according to the Chevening assessment criteria, Academic Assessors are asked to consider the applicant's academic abilities against courses chosen and to produce a short, written report for each country/territory assessed. Previously, our Academic Assessors have included International Officers and Admissions Officers from a number of UK higher education institutions.

Each reading committee member will be asked to make an assessment on the quality of each application against the Chevening global selection criteria. Committee members are required to submit their scores on an online system between **21 November 2022 and 2 January 2023**. All committee members are required to complete assessment of 20 initial applications by **29 November 2022**. In addition, committee members must submit a short, written report for each country and/or territory assessed by **9 January 2023**.

Please note that there is a mandatory requirement that all assessors must be UK residents living in the UK for the duration of the assessment period.

Eligibility

In order to participate in the Chevening Reading Committee process, all committee members should:

- Not be currently employed by the Chevening Secretariat, the Association of Commonwealth Universities or the Foreign, Commonwealth and Development Office (including British embassies/high commissions overseas, the former Foreign and Commonwealth Office and Department for International Development).
- Not have been employed in the above categories since 9 September 2020.
- Not be a current Chevening Scholar or Fellow or a Chevening Alumni.
- Hold a UK bank account registered in their own name. Nominated bank accounts will not be accepted.
- Resident in the UK and living in the UK for the duration of the Reading Committee work.
- Commit to assessing between 400-600 applications - all applications must be assessed by 2 January 2023.
- Commit to completing assessment of 20 initial applications by 29 November 2022.
- Be a confident IT user as applications are assessed using an online system.

For both roles, experience of working with scholarship programmes or university applications would be a distinct advantage.

Compulsory training will be provided to all committee members. This will be delivered in the form of online training, which all assessors will be required to complete before being allocated applications for review. During this training you will be briefed on the marking criteria and guidance on how to complete the assessments using the online system. Assessors who have worked as a Chevening Reading Committee Member in the past will be required to complete this training.

Reading Committee Members will receive an honorarium for their time and valued contributions. The total amount received will be dependent on the number of applications assessed, based on approximately £1.50 per application. It is anticipated that each committee member will assess between 400-600 applications. In the unlikely event that there are no applications for you to review, you will be reimbursed £25.00 for your time. Additionally, assessors will be paid £25.00 for satisfactory completion of each country and/or territory report.

Paying tax and national insurance is the responsibility of each Reading Committee Member, and payment will be in sterling to a UK bank account. Due to the short-term nature of this role we are unable to provide references for assessors in the future.

How to apply

To apply, you must submit:

- The completed application form
- Attach an up-to-date CV

Your application should be submitted via this [link](#) and any enquiries should be emailed to sifting@chevening.org for the attention of Jocelyn Smith, Programme Manager - International at the Chevening Secretariat. There will be a rolling deadline until all reading committee assessors have been recruited. Applications will close on **12 September 2022 at 17:00 (BST)**. We reserve the right to close the application window ahead of this deadline if all positions are filled. If you have been appointed as a Chevening Reading Committee Assessor in 2021 following a successful telephone interview, your application will be reviewed and your previous performance will be considered, and you will be advised whether your application has been successful again this year. All other applications from new applicants will be reviewed and shortlisted applicants will be contacted to arrange a suitable time and date for a telephone interview.

The Association of Commonwealth Universities' privacy notice for job applicants is available [here](#).

Annex A: Reading Committee Regional breakdown

Reading committee members will be assigned to one or more countries and/or territories from the following regions of the world:

Indo-pacific		
China and North East Asia	India and Neighbourhood	South East Asia and Pacific
Cambodia China Hong Kong Japan Lao, PDR Mongolia Myanmar South Korea Taiwan	Bangladesh Bhutan India Maldives Nepal Sri Lanka	Australia Brunei Cook Islands Indonesia Malaysia New Zealand Philippines Palau Samoa Singapore Thailand Timor-leste Vietnam <i>Pacific pool:</i> Federated States of Micronesia Fiji Kirbati Nauru Papua New Guinea Republic of the Marshall Islands Solomon Islands Tonga Tuvalu Vanuatu
Afghanistan, Pakistan and MENA		
Afghanistan, Pakistan and Iran	MENA	
Afghanistan Islamic Republic of Iran Pakistan	Algeria Egypt Iraq Israel Jordan Lebanon Libya Mauritania Morocco Occupied Palestinian Territory Syrian Arab Republic Tunisia Yemen	

Africa		
Sahel	Africa (East and Central)	Africa (West and Southern)
Chad Mali Niger	Burundi Central African Republic The Democratic Republic of the Congo Djibouti Equatorial Guinea Eritrea Ethiopia Gabon Kenya Republic of Congo Rwanda Somalia Somaliland South Sudan Sudan Tanzania Uganda	Angola Benin Botswana Burkina Faso Cameroon Cape Verde Comoros Cote D'Ivoire Eswatini Ghana Guinea Guinea-Bissau Lesotho Liberia Madagascar Malawi Mauritius Mozambique Namibia Nigeria São Tomé and Príncipe Senegal Seychelles Sierra Leone South Africa The Gambia Togo Zambia Zimbabwe
Americas		
Americas		
Argentina Belize Bolivia Brazil Colombia Costa Rica Cuba Dominican Republic Eastern Caribbean (Antigua & Barbuda, Dominca, Grenada, St Lucia, St Vincent & the Grenadines) Ecuador El Salvador Guatemala Guyana Haiti Honduras Jamaica Mexico Nicaragua		

Panama
Paraguay
Peru
Suriname
Venezuela
Bahamas
Barbados (+ St Kitts and Nevis)
Canada
Chile
Trinidad and Tobago
Uruguay

Europe

Europe

Albania
Bosnia and Herzegovina
Iceland
Kosovo
Montenegro
North Macedonia
Serbia
Turkey

Eastern Europe and Central Asia

Armenia
Azerbaijan
Belarus
Georgia
Kazakhstan
Kyrgyzstan
Moldova
Russia
South Caucasus
Tajikistan
Turkmenistan
Ukraine
Uzbekistan

Overseas Territories

British Overseas Territories:

Anguilla
Bermuda
British Virgin Islands
Falkland Islands
Montserrat
Saint Helena
Turks and Caicos Islands