

# FIND AN EXPERT: USER GUIDELINES

The RDI Network Find an Expert portal (<https://rdinetwork.org.au/find-an-expert/>) exists to foster connection, knowledge-sharing and collaboration between researchers, practitioners and others working in the field of international development.

We consider expertise to encompass in depth practical, academic and policy knowledge and experience of a particular topic or practice area. Our experts include academics, NGO staff, consultants and other development professionals.

The experts on our portal are self-nominated, and give their time voluntarily to respond to communications made through the portal. Experts receive no payment or compensation from the RDI Network for their participation. They contribute in a spirit of collaboration, subject to workload and capacity, and are under no obligation to respond to any given query or request.

Messages sent through the portal are captured by the RDI Network website administrators, and will be utilised in line with our [Privacy Policy](#).

In light of this, we ask that all users of the portal (Standard and Expert Members) respect its intent and functionality by following the guidelines below:

## **Guidelines for all Members (Standard and Expert):**

Find an Expert is designed to be used to:

- ◆ Offer or explore an opportunity for collaboration or co-creation
- ◆ Determine potential and suitability to provide services
- ◆ Request brief expert opinion or views on an issue
- ◆ Point to relevant research, evidence or practice
- ◆ Seek practical advice towards a project or piece of work

Find an Expert **should not** be used to:

- ◆ Solicit or advertise jobs
- ◆ Send full research papers or lengthy correspondence. Succinct communication will receive a better response
- ◆ Communicate a generic request to a large number of experts

## **Getting the most out of Find an Expert:**

- ◆ Utilise the search functionality to refine your search for experts and reach out to those with the expertise most relevant to your particular enquiry or opportunity.
- ◆ Please consider the voluntary nature of the participation of our experts when you seek responses, allowing adequate time for engagement with your enquiry alongside their primary work responsibilities.
- ◆ The portal is designed for brief, targeted initial communications; detailed content can be provided in follow-up communication.
- ◆ If you have feedback that could help to improve user experience with the portal, please [contact](#) the RDI Network website administrators. This is a new platform and we appreciate your feedback as we work to understand and balance the requirements of different users.

## **Guidelines for Expert Members:**

We appreciate the voluntary nature of your participation in Find an Expert. The portal is designed to provide opportunities for you to:

- ◆ Connect and collaborate with actors from across the development field on areas of shared interest.
- ◆ Contribute to current policy dialogue
- ◆ Influence improvements in development practice

### **Getting the most out of Find an Expert:**

- ◆ Keep your profile information up-to-date, so that members can contact you with relevant and accurate questions or content.
- ◆ Keep your profile specific to those areas of work in which you feel most qualified to offer your practical and/or academic experience.
- ◆ Commit to responding to appropriate enquiries within one week of receipt. This demonstrates your commitment and respect for the portal functionality, as well as the member who has taken time to seek out and utilise your expertise.
- ◆ If you have feedback that could help to improve the experience of experts using the portal, please [contact](#) the RDI Network website administrators. This is a new platform and we appreciate your feedback as we work to understand and balance the requirements of different users.