



RCN Fellowship

The highest honour

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The Royal College of Nursing

Fellowship

Fellowship is the highest honour The Royal College of Nursing Council can bestow on a member.

Fellows are registered nurses who have made an exceptional contribution to the advancement of nursing or healthcare as an inspirational leader through clinical innovation, practice development, education or research that improved patient care, thereby advancing the art, science and practice of nursing.

Fellows comment as a collegiate to promote and develop nursing and the profession of nursing through working with the Royal College of Nursing to influence policy, practice, education and research to improve patient care and develop the nursing profession.

Fellows meet to:

- identify and raise professional issues and concerns relevant to nursing practice, education and research;
- initiate and undertake work on the issues and concerns identified by Fellows to contribute to the work of the Royal College of Nursing;
- highlight actions that may affect safe and effective patient care and the provision of nursing care and the standing of the Royal College of Nursing.

Fellows contribute to College committees supporting policy, practice, education and research developments to the benefit of patients and the nursing profession.

Fellows are involved in supporting the work of the independent charity, the RCN Foundation.

Fellows are led by an elected Convenor who leads a Co-ordinating Committee to co-ordinate the work of Fellows and their contribution to the work of the Royal College of Nursing.

The Fellows Co-ordinating Committee:

- meets throughout the year to implement a work programme to maximise the contribution of Fellows related to policy, practice, education and research concerns;
- co-ordinates an event at the RCN annual Congress on a professional issue of concern to the Fellows;
- contributes to the RCN Awards Ceremony at Congress;
- co-ordinates the contribution of Fellows to the RCN forum steering committee annual appointments process;
- produces and disseminates an annual report on behalf of the Fellows on their work.

Fellows are required to:

- hold membership of the Royal College of Nursing;
- act in the common good of patient care and the profession of nursing and the Royal College of Nursing;
- act as ambassadors for the RCN and its work;
- attend and participate in the annual Fellows meetings and contribute to the Fellows programme of work to promote patient care, the nursing profession and the work of the RCN;
- complete at the time of award of Fellowship and from time to time a pro-forma detailing professional background and interests to support the work of the Fellows and the RCN;
- provide invoices and receipts as requested by the RCN in relation to participating in the work of the Fellows and the Royal College of Nursing. Travel and other costs are met by the RCN in accordance with the RCN Members Expenses Policy.

Role and Responsibilities

Convenor

The convenor chairs the Co-ordinating Committee meetings and Fellows meetings and is responsible for the general co-ordination of the Fellows work in collaboration with other Co-ordinating

Committee members and staff. The convenor acts as the formal link with the College and is responsible for:

- setting the agenda for Co-ordinating Committee and Fellows' meetings;
- chairing Co-ordinating Committee and Fellows' meetings;
- representing the Fellows at internal RCN and external meetings; in the media or with other external individuals or organisations;
- liaising with RCN staff regarding meetings; and
- working collaboratively with the Co-ordinating Committee to deliver the Fellows agenda.

Term and Selection

The term of office of the Convenor will be for a period of 5 years.

A new Convenor will be elected at the annual full Fellows meeting at the end of the 5-year period.

If more than one candidate stands for the position of Convenor, a ballot of the Fellows present will be held, with the winner determined by a majority vote.

Where possible, the outgoing Convenor will support the new postholder to enable a smooth role transition.

Fellows Co-ordinating Committee

Purpose

To co-ordinate the activities of the Fellows.

Membership

Fellows self-nominate to serve on the Co-ordinating Committee and are elected at the annual meetings of the Fellows by a secret ballot if there are more candidates than vacancies.

The composition of the Co-ordinating Committee will be reviewed annually to ensure representation and participation.

The Co-ordinating Committee is made up of a maximum of 5 members (including the Chair).

The duration of a Co-ordinating Committee member's term is a maximum of 4 consecutive years, unless selected to serve as the Convenor during that 4 year period.

To ensure continuity and new membership of the Co-ordinating Committee, there will be at least one new member elected annually.

Decision Making

The Co-ordinating Committee reviews and agrees all draft statements and correspondence with the Convenor in response to consultations.

The Co-ordinating Committee, through the Convenor, may make recommendations to the Royal College of Nursing Council to remove a Fellow in exceptional circumstances. An interim Convenor would be elected by the Co-ordinating Committee from amongst its number should it be necessary pending an election at the next annual Fellows meeting.

Meetings

Co-ordinating Committee meetings take place no less than three times a year.

A majority of Co-ordinating Committee members constitutes a quorum (three or more).

Meeting agendas are developed by the Secretariat in consultation with the Convenor and circulated one week in advance of the meeting.

Minutes will be taken to be approved by the Co-ordinating Committee if members do not provide comments one week after they have been circulated.

Co-ordinating Committee meetings are chaired by the Convenor.

Travel and other costs incurred in order to participate in Co-ordinating Committee meetings are met by the RCN in accordance with the RCN Members Expenses Policy.

Working Groups

The Co-ordinating Committee will appoint Fellows to working groups based on expertise to contribute to responses to consultations or to the development of policies and practice initiatives.

The Co-ordinating Committee may establish sub-committees to undertake delegated work, the membership of which need not be limited to Co-ordinating Committee members.

Sub-committees will report to the Co-ordinating Committee on the progress and outcomes of their work.