Dear Fellow

Thank you for your interest in joining the Fellowship Council.

The Fellowship Council is a forum which bridges the gap between the Fellowship and the RSA. Fellowship Council members perform two broad functions, the first is to support Fellowship activity on the ground and the second is to bring Fellow expertise into the RSA. More detail can be found in the [Terms of Reference for the Fellowship Council](https://www.thersa.org/about-us/governance/fellowship-council).

# Nation/Area Representation

England is divided into five areas, and we are now seeking to appoint ‘selected’ candidates in these areas (not in Scotland, Wales or Ireland). This map ([link here](https://www.thersa.org/fellowship/in-your-area)) outlines the boundaries for each area. If you are unsure which area you are in and wish to know, please contact networks@rsa.org.uk. It is not necessary to know this for your application as you will be assigned an area based on the contact details we have for you.

Each area has now elected two Fellowship Councillors, and this process is to appoint a third councillor selected after the first stage of the elections to ensure a diverse representation on the council (this diversity includes geographic diversity as well as age, ethnicity, gender and so on).

The process for election to the council for these remaining appointments is as follows:

* Candidates complete the nomination process by 5pm 12th September 2018.
* A selection panel constituted under our Bye-Laws will make a decision based on the nomination form and CV you submit.
* We will let those applicants for areas outside of London know during September the results of the sift. For those inside London we will let them know after the AGM once the results of the application are known.

**How to Apply?**

If you are interested in applying for a role on the Fellowship Council, please provide a CV of no more than 2 A4 sides and complete the nomination form below. Both documents should be submitted at [this link](https://rsa.peoplehr.net/Pages/JobBoard/Opening.aspx?v=681dfc41-f281-4140-a896-9ecd14af9bad).

I would like to thank you for you on-going support for the RSA – without you our work would not be possible. I look forward to welcoming the new team to the RSA Fellowship Council.

Vikki Heywood CBE
Chairman

# Role Description for Fellowship Councillors

Fellowship Councillors help play a key role in the RSA’s engagement with Fellows, helping the RSA to nurture the best new ideas, and to ensure that the Fellowship’s voice is heard within the organisation.

The term of a Fellowship Councillor is two years and it is possible to stand for election for one additional two-year term.

There are two types of Fellowship Councillor, area and thematic.

**Area**There are two Fellowship Councillors elected by other Fellows in Scotland, Wales, Ireland and each of the areas of England. Each English area has an additional Fellowship Councillor who will be selected after elections. Applications will be decided on the basis of a complimentary expertise to the elected candidates in each area, both in terms of geographical location and ability to facilitate networks.

The areas of England are North, Central, South West, South East and London.

**Thematic**Thematic councillors are selected for the contribution they could make towards the RSA’s Change Aims.

**Why participate as a Fellowship Councillor?**

Many Fellowship Councillors find the experience highly rewarding. In particular they value the opportunity to:

* Put their skills and experience to use to make a lasting difference to an organisation they care about
* Support other Fellows and contribute to what’s happening in their geographic area or area of knowledge
* Learn more about the RSA and the work we do
* Work and network with interesting people from diverse backgrounds
* Enhance their transferable skills and broaden their experience.

## All Fellowship Councillors are expected to:

* Support the mission and values of the RSA;
* Be an effective advocate and ambassador for the RSA;
* Participate as a full voting member of the Fellowship Council;
* Participate in the various committees and working groups of the RSA as necessary.

### In addition, Scotland, Wales\*, Ireland and English area Fellowship Councillors are expected to:

* Support activities of Fellows in their area;
* Work with staff (the Area Manager) to build activity;
* Understand Fellows’ views in their area and feed this knowledge back to the organisation.

### In addition, thematic Fellowship Councillors are expected to:

* Support the Fellowship Engagement team in the involvement of Fellows in RSA activity within their specialist area.
* Support activities of Fellows in their specialist area, including Fellow-led thematic networks.
* Understand Fellows’ views in their thematic area and feed this knowledge back to the organisation.

### Experience required to fulfil the role of Area Fellowship Councillor

The following elements are important for Fellows to be able to fulfil their role as a Fellowship Councillor. It is strongly recommended that they be addressed in your application/nomination form.

**Area Councillor – experience required**

* Familiarity with, and interest in, the work of the RSA;
* Experience of a volunteer role;
* Experience of at least one of the following (preferably with Fellows):
	+ Creating successful networks and events;
	+ Developing and delivering successful projects;
	+ Supporting and developing people;
* Good interpersonal, networking and communication skills;
* Willingness to dedicate sufficient time to the role. The expectation is attending four half-day meetings in London and other activities which take a variety of forms, though a typical commitment would be monthly local meetings (usually online and in the evening) and active supporting (and starting) of local groups.
* Willingness to undertake this role without remuneration (other than reasonable out of-pocket expenses).

**Fellowship Council Application Form**

**Please complete sections 1-3. You should also include a CV not longer than two pages with this application form.**

Candidates should submit this nomination form and CV by Wednesday 12 **September 2018 5pm GMT** at the [following link](https://rsa.peoplehr.net/Pages/JobBoard/Opening.aspx?v=681dfc41-f281-4140-a896-9ecd14af9bad). Only electronic applications will be accepted.

Section 1: Basic information, please provide the following information

|  |  |  |  |
| --- | --- | --- | --- |
| **Title:** |  | **Fellowship****Number:** |  |
| **Full Name:** |  |
| **Organisation:** |  |
| **Occupation:** |  |
| **Contact E-mail Address** |  |
| **Contact Telephone Number** |  |

Section 2: Declaration of Willingness to Stand

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| --- | --- |
| Please check the box to confirm you have attached a two-page CV and fully completed the form. **By ticking this box you confirm the truth of the contents of your nomination.** | **☐** |

Section 3: Skills and Experience

**Please outline how you meet the criteria preferable for the role. Answers should not exceed 800 words. For any answers over 800 words, only the first 800 words will count. Please continue on a separate sheet if necessary.**

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