

## Guidance on Fellowship Applications

This guidance document is intended to provide information for those considering applying to become a Fellow of the Association for Nutrition (FAfN).

### 1. What is Fellowship?

Registered Nutritionists with a significant and sustained contribution to the advancement of nutrition regulation, practice, research or education at a national or international level are invited to apply for Fellowship of the Association for Nutrition.

Fellowship is a peer reviewed membership category in addition to UKVRN registration, giving the public confidence and you an opportunity to demonstrate your high standards of professional leadership.

Fellowship of the Association for Nutrition gives you an additional title after your name in recognition of your significant and sustained contribution to the nutrition profession.

A small number of Fellowships have been awarded to individuals who are not UKVRN registrants. A small number of individuals have been awarded Honorary Fellowships (Hon. FAfN) as an acknowledgement of the significant support they provided during the formation of the Association and in the movement of the UKVRN from the Nutrition Society to the AfN. Additionally, the title Founding Fellow (FFAfN) has been awarded to individuals in recognition of their contribution to the creation of the AfN.

### 2. How much is Fellowship?

The current annual membership retention fee for Fellowship of the Association for Nutrition is £46.

If you are successfully awarded Fellowship, the annual fellowship membership retention fee will be added to the invoice for your annual UKVRN registration retention fee from the point when you are next due to renew your UKVRN registration.

There is no application fee at present.

### 3. What to include in your application to the Fellows' Nomination Committee?

The Fellows' Nomination Committee is looking for potential Fellows who can demonstrate a significant and sustained contribution to the advancement of nutrition regulation, practice, research or education at a national or international level.

Your submission will be read by at least two members of the Fellows' Nomination Committee and should be a comprehensive and concise summary of your professional achievements.

Your application must be in English and display the expected characteristics of a senior professional in terms of presentation and communication skills.

Along with a completed application form applicants need to submit a full CV which includes academic qualifications, relevant publications and employment history.

Applicants are required to complete the criteria mapping form, drawing from their CV, to address how they meet each of the below Fellowship criteria:

1. To be of good standing & good character
2. Professional experience in nutrition at a regional, national or international level
3. Sustained scientific excellence in at least one UKVRN specialist area of competence and/or its translation into practice for public good
4. Evidence of significant impact in the advancement of nutrition practice, research or education
5. Significant contribution to the leadership of the profession through service related to the advancement or promotion of nutrition, for example, service with committees, panels or public bodies of national or international repute, peer reviewing scientific work and publications in fields related to the UKVRN or volunteer organisation and stewardship of public or charitable bodies related to nutrition
6. Significant contribution to advancement of nutrition science in the practice of the profession; in industry, in public and charitable sector, in research, food service, academia or administration.  
(Please note: applicants who are within academic research will normally be at Professorial level or with impact/outputs at an equivalent level, and able to demonstrate a significant publication record.)
7. Significant experience of teaching, mentoring or providing support to graduates or newly qualified nutritionists.

#### 4. How to Apply for Fellowship

Applications for Fellowship can be made directly by a registrant with at least five years continuous registration as a Registered Nutritionist. Applications are considered by the Fellows' Nominations Committee and recommended to Council, which meets once a quarter.

To apply, complete all sections of the application and criteria mapping forms and submit this along with a short biography and CV to the Registration Team at the Association for Nutrition.

You will also need two references from senior individuals who can comment upon your application and your contribution to the advancement of nutrition science and the profession

Ideally, both references should be Registered Nutritionists and/or Fellows of the Association. However, it is not always possible for a Registered Nutritionist or Fellow to comment authoritatively on your work, in which case please select a senior nutrition professional to provide a reference.

Referees must be able to confirm:

- Name of the applicant
- Confirmation that they have seen and agree with all statements within the application form, mapping form and CV
- Description how they know the applicant
- A statement of their view of the applicant's standing/professional achievements against the objective of Fellowship; that Fellowship of the AfN is awarded to those who have advanced nutrition science at a national or international level.

## 5. What happens next?

Applications and references can be submitted at any time, but those submitted immediately prior to a Committee meeting may be considered at the next meeting.

Your submission will be read by at least two members of the Fellows' Nomination Committee and considered at the next meeting of the Committee. The Committee may wish to ask you questions, or ask for further information to support your application.

Once your application has been reviewed by the Committee a recommendation will be made in confidence to next AfN Council to either:

- Award a Fellowship of the Association
- Not to award a Fellowship of the Association

If the recommendation to award a fellowship is agreed by the AfN Council you will be contacted by the AfN to be informed of this decision. You will also be invited to attend the AfN AGM and Annual Discourse, where formal presentation of fellowship membership occurs for all those awarded a fellowship during the year.

If the AfN Council agree not award a fellowship you will be provided with brief, informal feedback from the Committee on how you might work further towards meeting the criteria for Fellowship.

## 6. Who do you send your application to?

Please send your application by email to:

[registration@associationfornutrition.org](mailto:registration@associationfornutrition.org)

Please note that references should be sent separately by referees directly to the AfN and should state clearly to whom the reference refers (via email).

**For more information or support please contact the registration team:**

Email: [registration@associationfornutrition.org](mailto:registration@associationfornutrition.org)