Academy of Fellows

Fellows Nomination Instructional Webinar

April 24, 2019
• Aug 2—Nominators to submit 50% draft packet to RFPOC

• Aug 5—RFPOC submits list of nominees to National Office. Any nominations received by National at a later date will not be accepted

• Aug 26—Complete draft of nomination packet due to RFPOC

• Sep 1—RFPOC to complete nomination packet review and provide comments to nominators/nominees
  
  (Date is for Planning Purposes)

• Oct 1—Completed Packets are due to SAME National Office. Do NOT wait until Oct 1 to ensure that your file uploads correctly.

• Dec 31 – Results provided to nominees/nominators.

Dates are “no later than” unless otherwise specified.
OVERVIEW

1. Fellow Role - are you ready?
2. Nomination Form – impact and future service
3. Review Phases
Fellows Role

“I will understand the national direction and translate it into action at the Post level.”

from the Fellow’s Pledge
1: Nominee Information

- Information entered here must match the individual’s SAME record.
- If years of Membership do not match SAME records, an explanation should be provided.

2-4: Service Information

- Follow the directions (word limits, font size). Be specific and concise – more is not better.
- Focus on impact you have had personally.
5: Society Knowledge

• This is a test of your National Direction knowledge. All information can be found on the SAME website.
• Open-ended questions should be treated as short essay questions (less is more).

6: Future Fellows Role (signed and posted to web)

• Change from last year: two sentences vs essay.
• Sentence #1: Passion (within confines of National Direction)
• Sentence #2: Commitment (how will you translate your passion to action at the Post level)
  • Must demonstrate impact
  • Must be measurable
7: Citation

- This citation will be used at the ceremony.
- SAME retains the right to edit the citation for grammar and word count.

8: Endorsement Information

- Please ensure that endorsers are given enough time to properly prepare their endorsement. Your endorser should know you prior to being approached for an endorsement.
- Focus should be on the endorser’s assessment of the commitment of the nominee to actively serve after becoming a Fellow.
Review Phases

Phase 1

- Nominee information must match SAME Member record.
- Instructions were followed: proper information uploaded, proper endorsements.
- Packet is on-time.
- If you have an extenuating circumstance, CONTACT Kathy Off, koff@same.org.
- WORD COUNT MATTERS!
- Those not meeting requirements will be eliminated from the process.
Review Phases

Phase 2

- All packets will be reviewed by Regional Fellows POCs as “yes or no.”
- “No” packets will be further reviewed by the AOF Chair and Deputy Chair.
- Confirmed “No” packets will be eliminated from the process with explanation.
Review Phases

Phase 3

• “Yes” packets will be scored by the AOF Executive Committee, consisting of the Chair, Deputy, and Vice Chairs.

• Percentages are listed on the form:
  • Service to SAME - List – 5%
  • Service to SAME - Details – 30%
  • Service to profession - List – 5%
  • Service to profession – Details – 20%
  • Awards & Honors – 5%
  • Society Knowledge – 15%
  • Future Role – 15%
  • Endorsements – 5%
Phase 3 (cont.)

- Deliberation meetings with scoring reviews/revisions are necessary to ensure that diversity is achieved (i.e. an Engineer Vice Chair may need to hear the perspective of a Business Development Vice Chair).
- Recommendations based on overall historical impact and future commitment.
- The review committee will rank individuals according to score averages from all members.
- Recommendations presented by AOF Chair to SAME President.
- Selects and deferred nominees will be contacted by a member of the AOF Executive Committee. Deferred nominees will be de-briefed.
QUESTIONS?