

Guidance Notes for Fellow Applicants

Fellow is the Royal Society of Chemistry's senior category of membership. Fellows of the Royal Society of Chemistry hold positions of influence in our community and have invaluable experience, expertise and commitment to promoting the value of Chemical science.

What you will need to apply

To apply for Fellow you will need show the following;

- Evidence of five years' experience in a senior position or significant contribution to the chemical sciences
- A completed application form
- Two referees
- A copy of your up to date CV and full publications, if you have one.

What to include in your CV

When reviewing your application, the Admissions Committee will look for you to demonstrate, within your CV and/or supporting information, that you have senior responsibilities and have held such responsibilities for a minimum of five years. These responsibilities can vary by sector and can include line management duties, budgetary responsibilities, technical specialism and strategic influence within organisations.

To enable the Committee to understand the level of your role and your responsibilities it is important to have a well-organised CV that includes accurate dates and titles for roles, clear descriptions of the level of responsibility of each role, and some context explaining how the role fits within an organisation.

The Committee will also expect to see specific information referring to projects worked on or led and the impacts these have had within the organisation. Using metrics and measurements can help the Committee identify personal impacts within the organisation and the wider chemical sciences.

[Further guidance on generating a CV is found here.](#)

Supporting Documentation

In addition to your CV you may wish to provide extra information. Our Admissions Committee have developed a template to provide applicants with a framework for them to display their impact across a range of key indicators of seniority and strategic input. If you would like to complete the template as part of your application to support the Committee's decision, please contact us at frsc@rsc.org

Referees

Ideally, your referee nominations will be Fellows of Royal Society of Chemistry, however we do appreciate this is not always possible and we will accept the nomination of non-members.

Your referee nominations will need to, either be in a senior position to yourself or working at a similar level. One nominated referee should be from your current work place if applicable.

Both referees should be able to comment on your work, particularly over the last five years, and we would recommend that your chosen referees are aware that they will receive a request for information on your level of responsibility, experience and overall suitability for FRSC. All referees should be contacted by applicants prior to their nomination.

FAQ's?

Q. I am a technical specialist. I do not manage people but am the main contact for all projects relating my area of expertise. Am I eligible to become a fellow?

A. If you are able to show the impact that you have had on your organisation and the wider chemical sciences then you may be eligible to become a Fellow. We would recommend that within your CV you give examples of any budgetary responsibility you may have or have had, papers that you have published, or projects where your involvement has had considerable and measurable impact.

Q. I work in a SME. I do not manage a large number of staff, can I apply for Fellow?

A. If you are able to show that you have a high degree of influence on the strategic direction of your organisation and how the results this has had impact on the direction of the organisation then you may be eligible to become a Fellow. We would recommend that within your CV you provide an organogram clearly showing your position within the organisation as well as the output that you and your team has in relation to the work your organisation is doing.

Q. I have been a member for 15 years. Can I apply for Fellow?

A. As Fellow is based on seniority and contribution to the chemicals sciences, the time you have held membership does not necessarily equate to meeting the requirement for Fellow. It will be dependent upon the work you have been doing and the level of seniority you hold/have held over at least five years. If you are unsure we are happy to review your CV before you submit an application. Please just send it through to fellows@rsc.org and we would be happy to advise you.

Q. I have not been in one job role for a total of 5 years. Will this prevent me being award Fellow?

A. If you are able to display a minimum of 5 years' senior experience within the chemical sciences throughout your career then you can be eligible for Fellow. The total amount of experience does not need to be within the same or even consecutive job roles; however, in your CV you may wish to provide some context to your career progression and any unusual changes in your job roles.

Q. Do both my referees need to be Fellows of the RSC?

A: Ideally, your referees would be in membership at Fellow level with us, but we do appreciate this is not always possible and do accept the nomination of non-members. Your nominated referees needs to be working in a senior role to yourself or at the same level. It is important that your referees know your career to date and can provide comments on your suitability to the category of Fellow.

Q: As a consultant, I am unable to provide confidential information about the companies I have worked for

A: where required, information about specific companies can be redacted and the Committee will be focusing on evidence of outcomes and your impacts you have achieved within projects you have worked on, along with the projects budgets, size and timeframes.