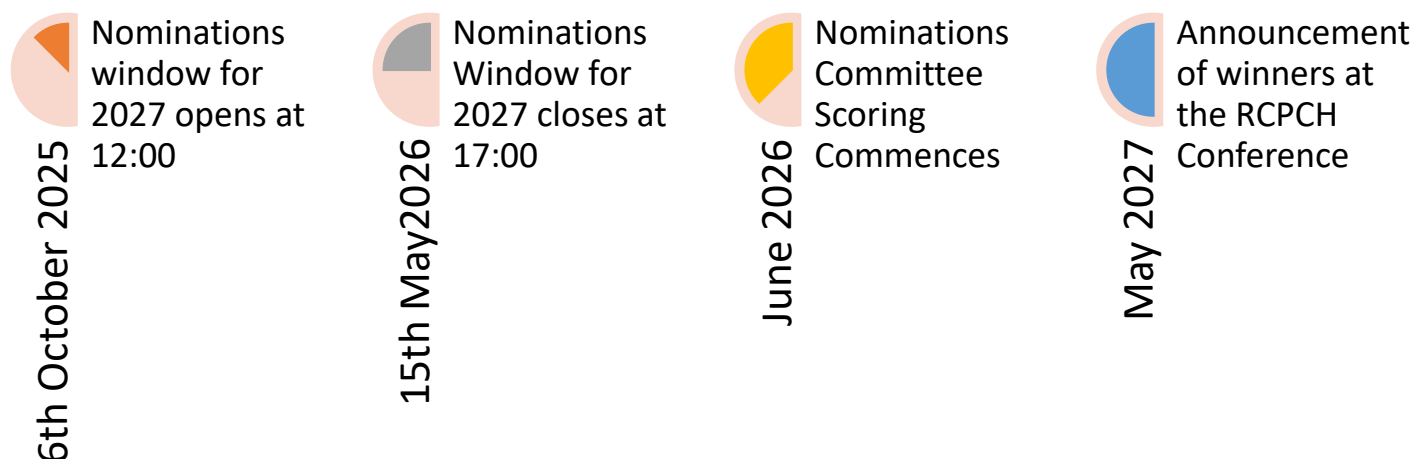


Guidance for Nominators – James Spence Medal

The James Spence Medal is the highest honour awarded by the College. The James Spence Medal is presented to the recipient for their outstanding contributions to the advancement of knowledge and understanding in paediatrics and child health.

Timetable: 2027 Nominations



How do you submit nominations & what is the process?

Nominations for the James Spence Medal are submitted via our webform. Please use the link on the main James Spence Medal webpage.

As a nominator, you will need contact details of someone to second your proposal. Nominators and seconders must hold an active membership of RCPCH in **any** category. Unfortunately, staff cannot submit nominations.

If you are choosing to nominate, we will need to know your name and an email address in order to contact you, as well as the name of your seconder.

Nominees **should not** know they are being put forward for the award, and nominees must be a member of the College (in any category).

For all nominations, you will need to know:

- Preferred title and name,
- Their job title,
- An appropriate email address (and an optional phone number.)

Nominators will be asked to submit a maximum of 500 words, clearly indicating the reasons why their nominee should receive the James Spence Medal. Criteria for this award includes publications, not limited to print, research grants, contributions to evidence-based paediatrics and the nominee's impact on certain areas.

Once the submissions window has closed, nominations will be assessed and scored by the Nominations Committee and the recommended recipients are put forward for approval in the next available Council meeting.

Following this, the committee co-ordinator will contact all nominators and only the successful nominees of the outcome.

What happens once I've submitted a nomination?

For the James Spence Medal, the Committee will read each nomination submitted and score on the following markers:

- Number and/or influence of publications, including but not limited to peer-review, and not limited to print.
- Number and/or scope of research grants gained
- Original contributions to evidence-based paediatrics
- Their impact on:
 - Knowledge in specialist fields,
 - On policy and/or public discourse
 - On other paediatricians.

The Nominations Committee scores receives and assesses nominations for Honorary Fellowship, James Spence Medal and Members' Award. This committee is comprised of paediatricians, individuals with an interest in child-health as well as members of RCPCH staff.

Tips & Tricks for your nomination

- Read the assessment points/criteria markers carefully and tailor your answer. The College has a wide range of awards that submissions can be made to.
- Maximise your wordcount. The scoring panel is made up of a diverse group of scorers, and often they will not have prior knowledge of your nominee.
- Avoid jargon or explain the acronyms – we do have non-clinicians on our scoring panel.
- Proof-read carefully – talk the seconder for any additional insight or content that could assist.

Privacy Statement

The James Spence Medal uses the following [Privacy Policy](#). This covers how we as a College process your personal data in relation to the award submissions, and how all information is treated as confidential.

EDI

RCPCH collects the membership numbers of all nominees who are College members and we use this information to analyse the diversity of the submissions. We also collect the membership number of nominators to analyse the diversity and to examine any obstacles of obstructions that may be faced by individuals who submit nominations to ensure that we aim to be more inclusive in the next round. If a member has provided EDI data to RCPCH, we analyse the anonymised data.

The EDI data is reported upon within the Nominations Committee only. The report may be cited by our EDI team in wider publications. If you have any concerns, please contact us on awards@rcpch.ac.uk.

Any Questions?

If you have any questions about how to submit your nominations, or if you have any issues, please contact us on awards@rcpch.ac.uk.