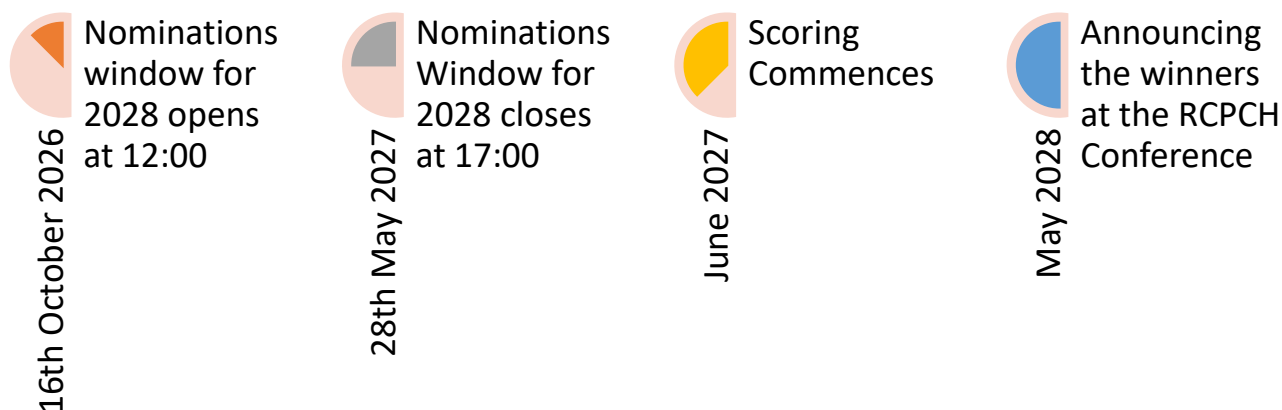


Guidance for Nominators – RCPCH Members' Award

The RCPCH Members' Award aims to honour Members who have done exceptional work in support of child health, but who may not yet be eligible for other award, or for individuals whose career may be impacted by our other awards such as Honorary Fellowship.

Timetable: 2028 Nominations



How do you submit nominations & what is the process?

Nominations for the Members' Award are submitted via our webform. Please use the link on our the main RCPCH Members' Award 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, the form will ask you for 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).

You will need to confirm whether this is for a joint/multiple nomination – for example, if there are multiple authors or leads on an item of work, or the project that should be put forward, you are able to select "multiple nomination".

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(s) should receive a Members' Award. Criteria for this award includes contribution to the college as well as contribution to the wider paediatric environment.

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

Following approval, 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 Members' Award, the committee will review each nomination submitted and score on the following criteria markers:

- Contribution to the work of the College
- Contribution to knowledge, or work in paediatrics and child health
- Contribution to public understanding of paediatrics and child health.

The Recognition and Citations Committee reviews 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 have non-clinicians on our scoring panel.
- Proof-read carefully – use your seconder for any additional insight or content that could assist.

Privacy Statement

The Members' Award 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 for analysis. If a member has provided EDI data to RCPCH, we analyse the anonymised data.

The EDI data is reported upon within the Recognition and Citations 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.