

Role Description and Eligibility Requirements for IPEM Professional Contributor

Role	Member of Fellowship Panel
Term of Office	5 years
No of Meetings	<p>The Fellowship Panel communicates through email. There is a dedicated Fellowship Panel site within Membership on the IPEM website. All outstanding applications are housed there.</p> <p>In very rare instances, a physical meeting may be required if an appeal panel is formed.</p>
Appointment starts	As soon as possible
Description of the role	<p>Members of the Fellowship Panel assess applications for the highest elected level of the Institute. The Panel generally communicates through email.</p> <p>Panel members are expected to independently review applications within 21 days of receipt. In 2019, there were 11 applications and in 2020 there were 8 applications.</p> <p>New applications are placed in the Fellowship Panel area of the Membership Committee section of the website. An email alerts Panel members to a new application for assessment.</p> <p>Panel members must assess the application based on the stringent, written criteria for Fellowship and score the application in three areas. Panel members submit their recommendations to the Member Services Administrator.</p> <p>The Panel aims for unanimity. If this does not occur, the Panel Chair discusses the application with the minority members in an attempt to gain consensus.</p> <p>In very rare instances, a physical meeting may be required if an appeal panel is formed.</p>

Eligibility Requirements

Membership	Be a Fellow
Experience	<p>Experience in assessing applications for senior roles.</p> <p>Ability to extract and identify the pertinent details from a Fellowship application to compare with the Fellowship requirements.</p> <p>Currently, to ensure diversity of the panel, priority will be given to applications from female Fellows and those working in the following disciplines: bioengineering, physiological measurement, academia.</p>
Skills/Attributes	Have a good understanding of the standard required. Sound judgement