

FIA Fellowship Guidelines

This guide provides information to those fundraising professionals who are nominating a member for Fellowship of FIA.

What does being an FIA Fellow mean?

A celebration of distinguished service!

FIA promotes excellence in fundraising by recognising the achievements of our members in their drive to be the best they can be as fundraising professionals. FIA membership acknowledges commitment to best practice in one's career as a professional fundraiser. Members are signatory to FIA's Code and therefore uphold the highest ethical and professional standards of fundraising.

Our constitution acknowledges distinguished service by FIA members and celebrates their careers and contribution to society through the member journey.

Members who have been awarded Fellow of FIA status are entitled to use the FFIA (Fellow, FIA) designation after their name to highlight their achievement.

Criteria for Fellowship

To be eligible they must:

- 1) be an FIA member
- 2) have 10 years' service in the sector
- 3) demonstrated contributions to the sector
- 4) demonstrated achievements through their career
- 5) be a 'fit and proper' person in the view of the FIA board, having:
 - a. completed the FIA Code Course and demonstrated support of the FIA Code
 - b. continued professional development
 - c. demonstrated good conduct

Who can submit a Fellowship nomination form?

Candidates must be nominated by a member and supported by an additional FIA member.

Who can be nominated?

Any member of FIA who meets the criteria.

Members may not nominate themselves.

The process is kept confidential from the member being nominated.

Nomination conferment process

Nominations are assessed by a peer-based committee, selected for set terms by the CEO, and then forwarded to the FIA board for final approval.

Before nominations are considered, FIA will undertake a routine membership check on nominees including length of years in the sector, continued professional development, and any issues relating to their membership. These checks will be undertaken prior to the nomination being fully considered by the Fellow's committee. Should these checks identify any issues in these areas, then the nomination may be declined.

Completing the nomination form:

A copy of the Fellow's nomination form is attached.

Nomination forms are to be emailed to members@fia.org.au

Nominators are requested to provide significant details to support the member being put forward for consideration. Please do not assume that the member and their achievements are well known to the Fellows committee or FIA board.

Enquiries:

Please direct enquiries to members@fia.org.au

Fellow Nomination Form

This form is to be completed by the nominators.

Please complete sections 1-3 below and return to Fundraising Institute Australia via email to members@fia.org.au

SECTION 1 NOMINEE'S INFORMATION

Name _____ Surname _____

Postal address _____

Email address _____

SECTION 2 NOMINATOR'S INFORMATION

Two nominators are required for each nomination. Nominators must be members of Fundraising Institute Australia.

NOMINATOR 1

Name _____ Surname _____

Postal address _____

Email address _____

NOMINATOR 2

Name _____ Surname _____

Postal address _____

Email address _____

SECTION 3 CRITERIA FOR FELLOWSHIP

Fellows criteria – for a member to qualify they must:

- 1) be an FIA member
- 2) have 10 years' service in the sector
- 3) demonstrated contributions to the sector
- 4) demonstrated achievements through their career
- 5) be a 'fit and proper' person in the view of the FIA board, having:
 - a. completed the FIA Code Course and demonstrated support of the FIA Code
 - b. continued professional development
 - c. demonstrated good conduct

PLEASE NOTE: A membership check will be undertaken as evidence of the nominee being a 'fit and proper person' to receive a Fellowship. If this cannot be supported the nomination may be declined.

CAREER SUMMARY

Positions held in the past 10 years. The FIA Constitution requires Fellows to have 10 years experience in fundraising.

Organisation	Position and description of fundraising role in this position	Duration

EVIDENCE

Provide examples and/or commentary which demonstrates the nominee's excellence in achievement or contribution to the profession including career or service records.

You should explain how the nominee's achievements and contribution stand out from their peers and/or go above and beyond what might be reasonably expected as part of their paid employment (please continue on a separate sheet if required).

ADDITIONAL INFORMATION

Provide any additional information which recognises the nominee's achievement and contribution.

PEER SUPPORT

Include letters/emails from at least two peers, which may include the nominators, who are familiar with the nominee's service and achievements, recognising the nominee's achievement and contribution.

Please provide the name and organisation of all people providing support statements.

Name	Organisation	Letter attached
		Y N
		Y N
		Y N
		Y N

SUBMITTING THE FORM

Please email your completed form to: **members@fia.org.au**

If you have any questions, please contact the FIA team on: **02 9411 6644**

Privacy Policy: FIA respects the privacy of individuals and acknowledges that the information you provide on this form is 'personal information' as defined by the Commonwealth Privacy Act. The information is being collected for the purpose of processing your application. The provision of this information is voluntary, but if it is not provided, your nomination may not be able to be processed. A copy of our privacy policy is available at https://www.fia.org.au/data/FIA_Privacy_Policy.pdf

Fundraising Institute Australia ABN 51 943 541 450