



## NGNA FELLOWS PROGRAM

### APPLICATION

#### INTRODUCTION

Fellow status is an honor conferred by the National Gerontological Nursing Association (NGNA) on individuals who apply and are selected for this recognition. Fellow status recognizes outstanding leadership in gerontological nursing and distinguished contributions to the field. Contributions to the field might include participation/leadership in NGNA (required) or those made through practice, teaching, research, , administration, consultation, and/or other public service.

The NGNA Board of Directors confers recognition as a Fellow upon recommendation of the NGNA Fellows Selection Committee. The total number of NGNA Fellows shall not exceed 10 percent of the total number of NGNA members.

#### ELIGIBILITY

Individuals at all stages of career development and with all types of educational backgrounds and professional experiences are eligible to apply for Fellow status. Applicants must be members of NGNA for at least 5 years. Fellows must document a record of significant achievement and contributions to gerontological nursing. Applications must be accompanied by a check, payable to NGNA, in the amount of \$70.00 to cover the costs of processing.

Applicants for Fellow status must document accomplishments in at least three of the following five areas via their application, resume/CV, and letters of endorsement:

1. **REQUIRED FOR ALL APPLICANTS:** Significant contributions to NGNA (e.g., board leadership, committee leadership or membership, chapter leadership, presentations at NGNA annual conventions, attendance at NGNA annual conventions, sustained active membership).
2. Unique and outstanding contributions to gerontological nursing.
3. Notable contributions to practice, education, research, administration, or consultation (whichever fits the individual's primary role).
4. Status or recognition among the individual's peers (honors and awards received).
5. Special contributions to the community or other public service in the area of gerontology (e.g., service to a gerontology-related organization).

#### ENDORSEMENT

1. Candidates must be endorsed by three (3) nursing professionals:
  - a. At least two (2) must be current or former members of the NGNA Board of Directors.
  - b. One (1) might be from an additional nursing professional.
2. Each endorser must submit a letter of recommendation which addresses one or more of the selected areas of contribution.

## **SELECTION PROCESS**

A Call for Applications for Fellow status will be distributed through the NGNA newsletter, SIGN and by email announcement. The Call for Applications for Fellow status also will be distributed to the NGNA Chapter Presidents.

**All applications for Fellow status must be received in NGNA National Office no later than May 2, 2011.** Applications must be complete in order to be considered.

Incomplete applications will be returned to the applicant.

Members of the Fellows Selection Committee will review all applications and recommend candidates to the NGNA Board of Directors for approval. A maximum of 10 candidates will be recommended for approval as Fellows each year. Those candidates whose applications are not recommended for approval will be encouraged to submit an application the following year.

Candidates whose applications are approved by the NGNA Board of Directors shall be notified no later than July 1. Selected candidates will be admitted to Fellow status during the Awards Luncheon at the NGNA annual convention and are encouraged to attend the annual convention.

## **RESPONSIBILITY OF FELLOWS**

NGNA Fellows are recognized as leaders and valued members of the organization. This group of individuals has as its responsibility to:

- Support the goals and mission of NGNA.
- Advocate for older adults and age-related health issues in cooperation with NGNA.
- Offer their talents and expertise to the organization as desired, needed, or requested by the NGNA Board.
- Communicate issues of concern to the NGNA Board of Directors.
- Participate in activities of the Fellows.

Specific actions that would help meet these responsibilities are listed below:

Support the goals and mission of NGNA.

- Attend the annual convention and assist in welcoming and engaging new attendees.
- Participate in convention activities such as: concurrent/main session presenter or moderator; poster presenter; roundtable discussion member or facilitator.
- Participate actively in local NGNA Chapters and encourage chapter members to become members of the national organization.

Advocate for older adults and age-related health issues in cooperation with NGNA.

- Disseminate relevant information regarding issues of importance to elders and caregivers.
- Support and encourage other NGNA members to share gerontological nursing research and clinical projects through diverse media: popular and professional journals, electronic, video or other communication venues.

- Collaborate with NGNA, when needed, to strengthen advocacy efforts.

Offer their talents and abilities to the organization as desired, needed, or requested by the NGNA Board.

- Respond to requests from the national office/NGNA Board for consultation, attendance at national meetings, and/or assistance with various initiatives.
- Proactively offer one's talents, expertise, and vision for strengthening NGNA's effectiveness in improving health care of older adults.

Communicate issues of concern to the NGNA Board of Directors.

- Read and respond to the strategic plan, publications, and current initiatives.

Participate in activities of the Fellows.

- Attend annual Fellows meeting during the convention.
- Communicate electronically and respond to feedback or suggestions on NGNA issues.
- Nominate candidates for Fellow status.
- Plan and participate in the Fellows pre-convention workshops and other Fellows initiatives.
- Keep abreast of the Fellows website.

NGNA Fellows are required to:

1. Maintain membership in the NGNA organization.
2. Contribute an amount equivalent to  $\frac{3}{4}$  of the annual dues for regular members to the Fellows Expense Fund each year.

**APPLICATION SUBMISSION:**

Submit the complete Fellows application materials by **May 2, 2011**. Submissions by email are strongly encouraged.

Applications for NGNA Fellow status include the following:

1. Completed application form
2. Applicant's current resume/ CV
3. 3 letters of recommendation
4. \$70 application fee payable to NGNA (send separately by the due date if application submitted electronically)

Mail to: NGNA, 3493 Lansdowne Drive, Ste 2, Lexington, KY 40517

Fax:: 859-271-0607

E-mail: info@ngna.org

If you have any questions about this program or the application process, contact the NGNA National Office at 800-723-0560 or email Brian Doty [bdoty@ngna.org](mailto:bdoty@ngna.org).

**National Gerontological Nursing Association  
NGNA Fellows Program Application**

**APPLICANT'S INFORMATION**

Name \_\_\_\_\_ Credentials \_\_\_\_\_

Employer \_\_\_\_\_ Title/Position \_\_\_\_\_

*CONTACT INFORMATION*       Home       Business

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

**ENDORSEMENT**

Applications must be endorsed by 3 nursing professionals; at least 2 must be current or former members of the NGNA Board of Directors. All endorsers must submit a letter of recommendation which addresses one or more of the selected areas of the applicant's contributions to NGNA and/or gerontological nursing.

1. Name \_\_\_\_\_ Dates on Board \_\_\_\_\_

2. Name \_\_\_\_\_ Dates on Board \_\_\_\_\_

3. Name \_\_\_\_\_ Title/Organization \_\_\_\_\_

**AGREEMENT**

By signing below, I am committing to follow the NGNA Fellows Responsibilities as stated in this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**CHECKLIST OF MATERIALS FOR COMPLETE FELLOW APPLICATION**

- \_\_\_\_\_ Completed application form
- \_\_\_\_\_ Applicant's current resume/ CV
- \_\_\_\_\_ 3 letters of recommendation
- \_\_\_\_\_ \$70 application fee payable to NGNA (send separately by the due date if application submitted electronically)

**Mail to:** NGNA National Office  
3493 Lansdowne Drive Ste 2  
Lexington KY 40517  
**Fax:** 859-271-0607  
**Email:** info@ngna.org  
**Questions** 1-800-723-0560  
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