

## Fellowship Guidelines and Application

The objectives of the ESSA Fellowship program are to recognise:

- substantial professional or scholastic accomplishments or contributions within the field of exercise and sports science;
- distinguished service to ESSA.

The attainment of an ESSA Fellowship embodies peer recognition of one's contributions and accomplishments for the profession, in concert with a continued leadership commitment to ESSA.

ESSA invites full members with a minimum of five years of continuous full membership to apply for fellowship.

Applications must be received by **June 30th or December 1st** of each year, with successful Fellows recognised at the following ESSA National Conference or Annual General Meeting.

## Application Criteria

In applying for Fellowship of ESSA, the applicant must demonstrate outstanding contributions to ESSA and the exercise and sports science profession, such that they are acknowledged by their peers as outstanding.

Furthermore, the applicant should provide evidence to demonstrate (through their application) significant contributions to ESSA in the form of:

- service to the membership or contributions for the benefits of the membership; and/or
- outstanding professional practice of exercise and sports sciences; and/or
- the creation of new knowledge or the translation of knowledge to benefit the practice of the exercise and sports sciences; and/or
- positively changing community knowledge, understanding and attitudes to exercise and sports science.

The following specific criteria must be met by applicants:

1. Full membership of ESSA for at least five continuous years and currently a member in good standing;
2. Attendance at a minimum of two ESSA National Conferences in the past six years;
3. Demonstrated distinguished service to ESSA and the field of exercise and sports science through one, or more, of the identified career pathways (i.e. academic/research, clinician/practitioner or service);
4. Demonstrated evidence of an exemplary level of professional conduct;
5. Written references from two ESSA financial members (as referees) supporting their application for Fellowship, in particular, to support criteria 3; and
6. Submission of curriculum vitae.

**Please note that meeting these criteria ensures that your application will be reviewed and given every consideration by the committee.**

**Achievement of minimum criteria does not automatically guarantee Fellowship of ESSA.**

## Application process

1. Full members of ESSA must submit their application for Fellowship of ESSA by June 30th or December 1st each year.
2. The completed application (and all supporting documents) should be forwarded to [admin@essa.org.au](mailto:admin@essa.org.au)
3. All decisions will be finalised by the end of September and March.
4. All applicants will be contacted by the ESSA National Office and notified of the outcome of their application.
5. Successful ESSA Fellows will be presented their distinguished award at the next ESSA National Conference or Annual General Meeting.

## Appeals Process

Applicants who are not successful in their application for Fellowship of ESSA may appeal (in writing) to the ESSA Membership and Accreditation Appeals Panel (MAAP).

Should you wish to appeal a decision you have 30 calendar days from the date of notification to contact ESSA and lodge your appeal. No new information may be provided that should have been provided during the application process.

After hearing a matter, the MAAP may:

- uphold the original application decision; this decision is then final
- amend the original application decision, or
- substitute another decision for the original application decision. In doing this, the tribunal has the same powers as the assessment panel that made the original decision.

Decisions of the MAAP are final and no further Appeals will be accepted.

### **Costs of an appeal**

The cost to lodge an appeal is \$150.

# Pathways to Fellowship

In acknowledging distinguished service to the field of exercise and sports science, ESSA is aware that applicants may have differing career pathways. Accordingly, ESSA recognises Academic, Clinical/Industry pathway and Service pathway to Fellowship.

Applicants are required to provide evidence that he/she has fulfilled the requirements of one or more of the following pathways.

This documentation must not exceed five (5) pages (for each relevant pathway) and may be attached to this document or inserted into the relevant sections beneath.

## ***Academic Pathway***

Members who can demonstrate a distinguished track record of research and/or teaching in the field of exercise and sports science may qualify for ESSA Fellowship. Research track record may be demonstrated by scholarly outputs such as journal publications, conference abstracts and papers, keynote and invited presentations, funded research grants, and postgraduate research student completions. H-Index and citation statistics can be submitted to support your application. Provide a complete list of all outputs and grants with full citation information.

Teaching track record may be demonstrated by course development, content development, innovative teaching methods, teaching awards, peer and student reviews. This requires a detailed narrative showing significant and sustained teaching excellence and achievement in exercise and sports science.

## ***Clinical/Industry Pathway***

Members who provide distinguished service in areas of clinical exercise physiology, exercise and/or sports science and/or to the community in the field of public health or within sports settings may qualify for Fellowship.

Distinguished service in exercise and sports science settings should entail a minimum period of at least five (5) years.

Such service may be through various professional roles/positions (e.g. exercise physiologist, exercise scientist, sports scientist, exercise technician, etc.), or by involvement in specific service delivery (such as direct promotion of health, clinical exercise assessment, provision of rehabilitative care, management of sports science and/or exercise services to sporting teams, etc.).

Evidence of distinguished service should be provided with a clear and detailed description of involvement in clinical and/or professional practice in the areas indicated above. This should include: length of appointment, proportion of time dedicated to these services and major clinical/service outcomes which demonstrate a significant and sustained service over the 5-year time period or longer.

## ***Service Pathway***

Members who provide exceptional service to the ESSA organisation and the wider exercise and/or sports science community may qualify for Fellowship.

This requires a detailed narrative showing significant and sustained service.

Exceptional service examples may include (but are not limited to):

- Clinical and practicum supervision of exercise and sports science students;
- Provision of specialised training; or professional development programs or ESSA programs;
- Significant contributions to the mentoring of ESSA graduates;
- Contributions to the governance or administration of ESSA at either State or National level;
- Representation on ESSA councils or committees (e.g. PSAC, AAC, NUCAP, Curriculum advisory committees such as EPAG; SSAG or ESAG), industry committees (e.g. DVA, Medicare Locals) or other community based committees;
- Promotion of ESSA and the industry through the media or activities that promote ESSA or exercise and activity in the community;
- Development of educational material on behalf of ESSA;
- Involvement in organisation of State/National conferences, workshops and/or presenting lectures on behalf of ESSA;
- Development of policy, guidelines or ESSA position statements or other relevant material on behalf of ESSA;
- Editor or significant contributor to ESSA publications;
- Presentations to professional or other service organisations; or
- Representation on professional or other organisations (e.g. DoHA, public health committees, local area health boards).

## **IMPORTANT NOTE**

**When documenting evidence ESSA requires a clear demonstration of distinguished service to the field of exercise and sports science and that which would be considered to exceed routine conduct as an exercise and/or sports science professional.**

**Please ensure your documentation does not exceed five (5) pages (for each relevant pathway). Documentation may be attached to this document or inserted into the relevant sections above.**

# Fellowship Application Form

Please refer to the following table when completing your application to ensure your application is complete upon submission.

Application to be received by June 30th or December 1st (in the year of application).

Application page reference & attachments	Tick when completed
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## BEFORE SUBMITTING THIS APPLICATION FORM PLEASE READ AND COMPLETE THE FOLLOWING POINTS

<p>Send completed application form and accompanying documentation to:  <a href="mailto:admin@essa.org.au">admin@essa.org.au</a>                      If you do not receive acknowledgement of your application within 10 days please contact the ESSA office on:                      07 3171 3335</p>		
<b>Complete personal details &amp; specific criteria (Sections A &amp; B).</b>	Page 5	
<p><b>Comprehensive curriculum vitae</b>                      Evidence of fulfilling the requirements of at least one (or more) of the fellowship pathways – no more than 5 pages per pathway                      Written recommendations from two (2) full members of ESSA</p>	<b>ATTACH TO APPLICATION</b>	
<b>Complete referees (Section C).</b>	Page 6	
<b>Sign applicant declaration (Section E).</b>	Page 6	
<p><b>Complete payment details (Section F).</b>                      Include application fee payment of <b>\$50.00</b> including GST (non refundable).                      Please note: credit card payments incur a merchant fee of 1.5% of the quoted fees.</p>	Page 6	

## Section A: Personal information

Title  Given Names  Surname   
Email  Member number   
Date of Birth

Address   
Town/Suburb  State  Postcode   
Phone  Mobile  Fax

## Section B: Specific criteria

1. Higher Degree Institution  Degree  Date   
Degree Institution  Degree  Date   
Degree Institution  Degree  Date   
Degree Institution  Degree  Date

2. Date joined ESSA   
Year(s) membership lapsed (if any)   
Total years full ESSA membership

**Applicants must be able to demonstrate 5 years of continuous full membership of ESSA**

3. ESSA Conferences Title   
Location   
Date   
Title   
Location   
Date

**Applicants must be able to demonstrate attendance at 2 National ESSA Conferences in the past 6 years**

### Section C : Referees

#### Recommendation 1 (must be a full ESSA member)

Title  Given names  Surname   
Email  ESSA member number

#### Recommendation 2 (must be a full ESSA member)

Title  Given names  Surname   
Email  ESSA member number

### Section D : Information for referees making recommendations

ESSA members who recommend another member for ESSA Fellowship must be a full member of ESSA for at least five years. ESSA members who recommend another member for ESSA Fellowship are required to provide written documentation of their support. This documentation must be no longer than 1-page and should briefly include:

- a The nature of their professional relationship to the applicant, including any time-frames relevant to this relationship;
- b Specific details of the applicant's contribution to ESSA and/or the exercise and sports science profession including (for example) their most outstanding accomplishments, contributions and strengths; and
- c Any other information of relevance to the application for Fellowship of ESSA.

This documentation should be returned to the applicant to be attached and submitted with his/her application.

### Section E : Declaration

I certify that the information supplied on and with this form, and any additional information supplied, is true and correct.

Applicant's signature

Date

### Section F : Payment details

Card type (Please select) VISA  MasterCard

Cardholder's name \_\_\_\_\_ Expiry of card \_\_\_\_ / \_\_\_\_  
(month/year)

I authorise Exercise & Sports Science Australia to debit my credit card for the amount of \$50.00 plus a 1.5% merchant fee.

Yes  No

Card number

Signature \_\_\_\_\_ Date \_\_\_\_\_