



Chartered  
Institute of  
Environmental  
Health

# Fellowship by Election Guidance

# Fellowship by Election Guidance

## Introduction

1. Fellowships by Election will be granted to Ordinary members:

*"**Ordinarily** of at least 10 years' standing who, in the opinion of the Council, have given distinctive service to **environmental or public health** or have shown evidence of special knowledge or ability in relation to the work of environmental or public health (as specified in the Fellowship by Election Regulations)"*

2. Fellowship remains the highest honour which Council can bestow upon a member.
3. The fact that a Fellow's service, knowledge and/or ability in the area of environmental or public health is said to be either distinctive or special implies that the member's theory and/or practice needs to rise above the norm, operating at the top-most level of their field.
4. The award of a Fellowship cannot, therefore, be in recognition of a 'job well done' or for 'time served'. In other words the institution of Fellowship should not be perceived as being an 'old boys club' for long-standing – but not overly distinguished – service. It cannot be sufficient to have done a 'good job' for a large number of years as part of a Branch Committee or Regional/SIG Management Board, or even as a member of Council. This similarly applies to past and present CIEH staff. No matter what the professional or CIEH capacity, the member must have delivered some sort of outstanding contribution to the work of environmental or public health in order to warrant a Fellowship of the CIEH.

## Criteria for Nominations

5. Ordinary members '**Ordinarily** of at least 10 years' standing'
6. One achievement that the Council has determined would normally deserve recognition by election to Fellow is admission as a Public Health Specialist to the UK Public Health Register. There is no linkage between achieving registration as a public health specialist and time served in membership of the CIEH. Members who have achieved registration have already clearly demonstrated "special knowledge ... in relation to the work of environmental health and public health" and it would be perverse to prevent them securing the honour of Fellowship for want of some years service as Ordinary members.
7. Similarly, there will be persons who will have achieved distinction early in their careers who are justly deserving of the honour of Fellowship, but who would otherwise be barred due to the length of time as an Ordinary member.
8. Likewise, the process should acknowledge equivalent membership of sister professional organisations if this helps to supplement the required years of membership for the CIEH.

9. For clarity, it should also be noted that a member would have given 'distinctive service to environmental or public health **or** have shown evidence of special knowledge **or** ability in relation to the work of environmental or public health'. As such, not all criteria need to be met.
10. *"Distinctive service to environmental or public health"*
11. Examples of distinctive service could include but are not necessarily restricted to:
  - becoming a national spokesperson for environmental or public health;
  - making an outstanding change to the way environmental or public health is theorised or practiced on a global, national or local level;
  - significantly raising the profile of environmental or public health in the public or political sphere;
  - going above and beyond the normal 'job description' in the training and education of current and future environmental and public health professionals.
12. It should be noted that it does not matter whether distinctive service has been carried out as part of paid employment, self-employment, during leisure time or in the capacity of either a CIEH staff member or a CIEH Board/Committee/Council member.
13. *"Special Knowledge"*
14. Being recognised as an authority or expert in an area of environmental or public health, by either one's peers or others could satisfy this requirement. However, it does not necessarily mean that someone, simply by being a specialist in any particular area of environmental or public health work (such as specialist in Food Safety), would be able to satisfy this requirement.
15. The expert and authoritative nature of the nominee could be displayed through publications and conference presentations. However, having an article published, holding a postgraduate degree or giving a conference paper are not examples of 'special knowledge'. The content of these presentations/publications are more important and more appropriate examples of 'special knowledge' than the actual concept of a presentation or a publication.
16. *"Special Ability"*
17. Special ability could be demonstrated by the nominee being identifiable as an ambassador for the profession in a specialist area such as anti-smoking campaigns, sunbed campaigns, global warming campaigns etc. They should be seen as having exceeded their brief/job descriptions and have demonstrated an ability to put theory into practice by making an outstanding contribution to that particular field of environmental or public health.

## What to Provide with Nominations

18. In all cases of nomination, whether by a Region/SIG, by peers or by petition, except those who fulfil the requirements of paragraph 6.2 of the Fellowship by Election Regulations, a submission must be accompanied by a supporting statement of around 300 words which provides general details on how the nominee fulfils the requirements for Fellowship by Election.
19. Furthermore, in addition to the supporting statement, explicit details should also be provided on the application form for how the nominee has demonstrated 'distinctive service to environmental and public health' or 'special knowledge or ability in relation to the work of environmental or public health'.
20. Nominators may also wish to supplement the application with other documents including the nominee's CV and/or references/testimonials. However, this is not a compulsory requirement.

## Advice for Nominators

21. It is vital that nominators take ownership of the application in providing a coherent, concise and well-written supporting statement, even if the nominee lists how they have demonstrated 'distinctive service to environmental and public health' or 'special knowledge or ability in relation to the work of environmental or public health'.
22. If it looks as if the nominee has written the supporting statement themselves, then the application will not be accepted and will be returned to the principal nominator in order to be updated.
23. If the application is unsuccessful at the Scrutiny Panel stage it will be returned to the principal nominator with details of why the application was unsuccessful. If the application has narrowly missed out on acceptance, the Panel may ask the nominators to provide clarification of any matter included in the submission in respect of any shortfalls identified.