



## Achieve greater **RECOGNITION**

**recognition** (noun)

1 the acknowledgement and admiration of achievement, service, merit, etc.

## A guide to applying for fellowship

As the highest level of membership attainable within IOP, fellowship is recognition of your accomplishments in physics and the impact you have made in your sector. Fellowship of IOP enables you to connect with likeminded people, attend engaging events, give back through mentoring and outreach initiatives, and enhance your professional development.

The peer-reviewed process acknowledges and confirms your success, offering the opportunity for you to connect and collaborate with the renowned fellowship community.

As an IOP ambassador you can inspire the next generation.

### Our fellowship values

**Recognition** – confirm your position as a leading physics professional and receive recognition among your peers for excelling in your sector.

**Opportunity** – enjoy opportunities to connect and share ideas with other fellows. Build new partnerships and enhance your professional development through innovation and collaboration.

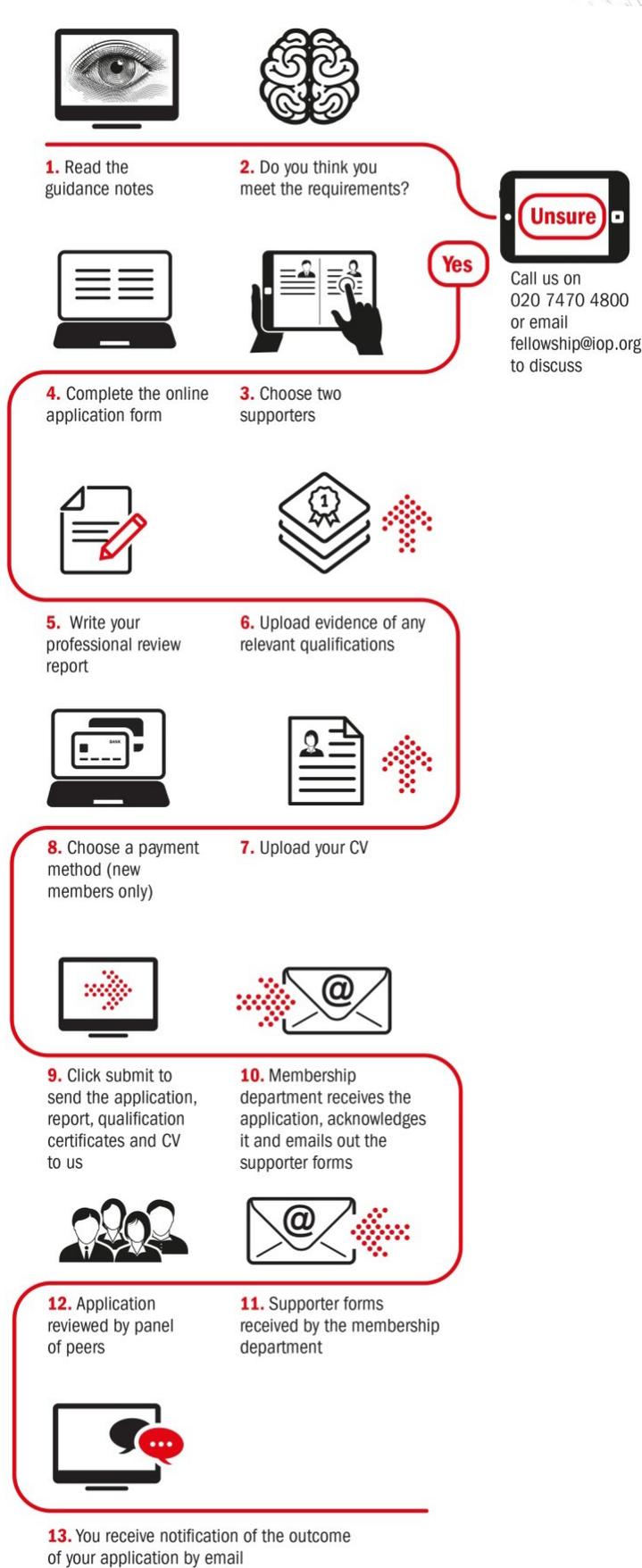
**Inspiration** – be a role model for the next generation. As an IOP ambassador, use your experience and enthusiasm to encourage others to study, work and excel in physics.

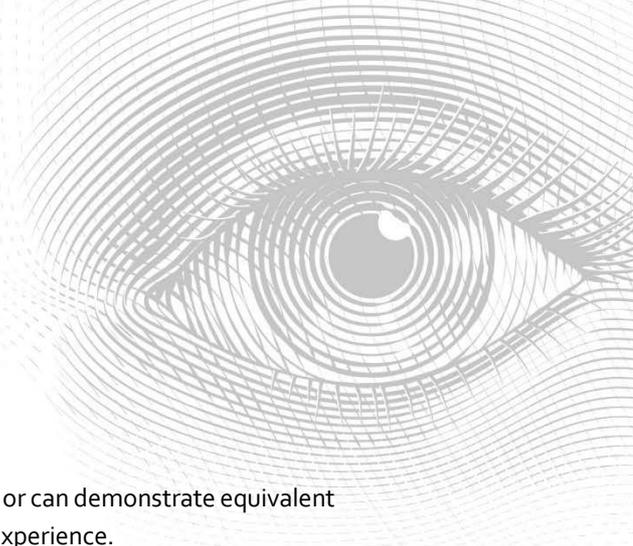
**Leadership** – progress the future of physics by helping to strength the voice of the Institute. Become an advocate and speak on behalf of the community as its representative.

These guidelines will help you pull together everything you need for your fellowship application. Please read them carefully before starting the [online application form](#) and contact us on 020 7470 4800 if you have any questions.



## Application process





## Criteria

### To be eligible for fellowship you:

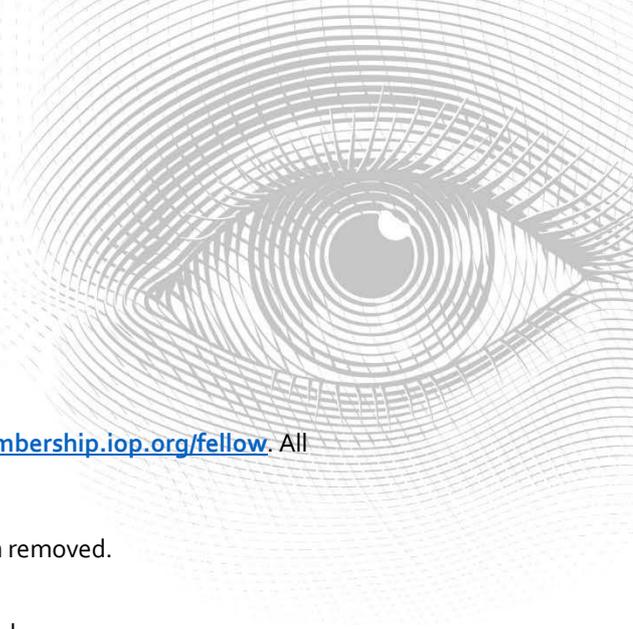
- Will be educated to degree level in physics or a related subject or can demonstrate equivalent knowledge through a combination of education, training and experience.
- Hold a senior level position, or can exhibit a significant contribution to your profession.
- Can demonstrate important achievements in relevant areas over a sustained period – typically at least seven years.
- Can provide details of two supporters who can verify your achievement – ideally one of whom is an existing fellow or of an equivalent standing (please contact us if you have questions regarding supporter eligibility).

### Benchmarking criteria

Achievements will be measured against some of the following benchmarking criteria. A range of criteria is provided to account for the diversity of the physics community. No applicant is expected to have experience in all areas. You are asked to select three to five criteria you wish to be assessed against when you write your professional review report. You will not be assessed against criteria that you do not select.

You may choose from:

- Personal responsibility for innovation, providing demonstrable benefits for your business, employer, society or other stakeholders;
- Industrial or interdisciplinary collaboration, providing demonstrable benefits for business, employer, society or other stakeholders;
- Personal responsibility for, and effective use of, significant resources (such as budget, personnel or facilities);
- Track record of successful project management, in a senior role, with significant impact;
- Original research, significantly contributing to the advancement of physics, physics education, or the application of physics to significantly advance knowledge in other areas;
- Award of patents, or other formal recognition of invention, with demonstration of their impact;
- Attainment of major research grants, showing progression and impact;
- Creation of a successful business, charity or enterprise, in a relevant sector;
- Acknowledged expertise in developing innovative new courses or teaching methods;
- Established reputation as a physics teacher at school or college level, regional or nationally;
- Prominent service on national or international professional committees or editorial boards;
- Effective contributions to the public understanding of science;
- Setting of national or international policy, whether affecting education, research or other scientific areas;
- Demonstrate significant impact through physics-based outreach and engagement activities or high-profile promotion of the importance of physics;
- Effective contribution to diversity and inclusion and/or widening participation in physics;
- Demonstration of long standing commitment to the training, development or mentoring of others;
- Successful use of physics, resulting in positive impacts on society, sustainability or the environment;
- Sustained and effective contributions to the enhancement of the profession e.g. through supporting the work of the IOP or demonstrating the value of a physics education;



## How to apply

Applications for fellowship are submitted online and can be found at [membership.iop.org/fellow](https://membership.iop.org/fellow). All applicants need to submit the following:

- Completed application form including supporters' details.
- Professional review report and CV with identifiable information removed.

If you are not a current member of IOP you will also need to supply:

- Evidence of qualifications, for membership department use only.
- Fellow subscription fee – this will be returned to you if you are unsuccessful and decide not to accept another grade of membership.

## Supporters

Applications for fellowship require two supporters whom you choose yourself.

Please note the following when choosing your supporters:

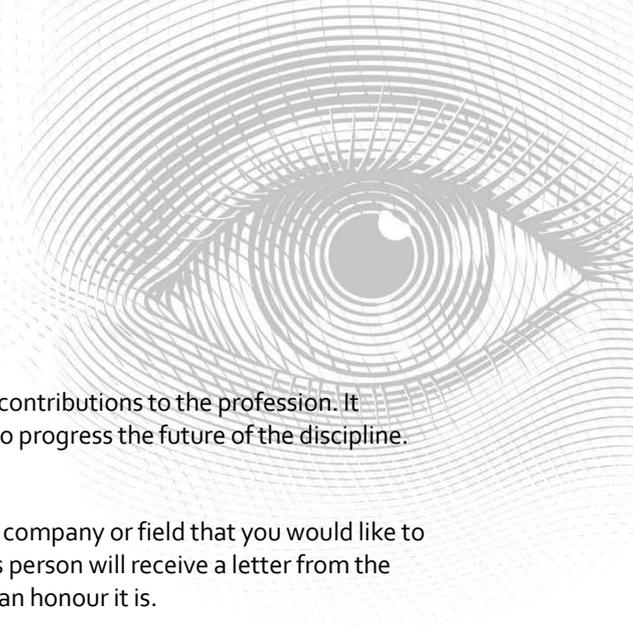
- At least one of your supporters should ideally be an IOP Fellow. If not, at least one supporter must be of an equivalent standing, holding a senior level position e.g. Professor, Senior Research Scientist, Director, Chief Technical Lead, or fellowship of a body similar to IOP.
- One supporter should be outside your current workplace to ensure independence of opinion.
- Each of your supporters must have known you for at least two years.

If you wish to apply but believe you will have difficulty meeting the supporter requirements, or wish to discuss Fellow equivalence, please contact [fellowship@iop.org](mailto:fellowship@iop.org) for advice.

## Professional review report

This is the main body of the application where you will make your case for fellowship. In total the report will be around 2000 to 5000 words long. We will return reports that are longer than this to you for editing. The report contains the following sections.

1. Introduction – in which you describe your current role and responsibilities.
2. Statement of seniority – in which you highlight your level of seniority. You may upload an organisational chart to support this if you wish.
3. Professional experience – in which you indicate your selected criteria (three to five) and emphasise your personal achievements in those criteria. For example, if you select 'Personal responsibility for, and effective use of, significant resources' you should detail staff, budgets, facilities or other resources for which you are responsible, and explain how you have used them effectively. Where you refer to collaborative activities you should ensure your personal role is clear. Remember, you will only be assessed against the criteria you select.
4. Commitment to Continuous Professional Development (CPD) – in which you should highlight how you have ensured your skills and knowledge continue to develop and how you plan to maintain this in the future.
5. Statement of suitability – in which you show why you have applied and what significant contributions you have made within your profession.
6. Curriculum vitae – a maximum of five pages. Longer CVs will be returned for editing. Please remove all personal, identifiable data from your CV as we are committed to anonymising our applications as much as possible, to maintain fairness and equality throughout the process.
7. Evidence of qualifications – required for those not currently in membership. You can supply certificates, transcripts, award letters or official document that confirms your qualification. Current members do not have to supply qualifications that have already been seen as part of a previous application but are still offered the opportunity to do this on the online form.



## Notification of election

Fellowship of the IOP is recognition of your achievements in physics and contributions to the profession. It confirms your position as a leading physics professional and your ability to progress the future of the discipline. We believe that you should be rightly proud of this achievement.

Therefore we encourage you to provide details of a senior person in your company or field that you would like to be made aware of your award should your application be successful. This person will receive a letter from the President of IOP outlining what election to fellowship conveys and what an honour it is.

## Personal identifiable information

We require all our applications to be anonymised for peer review. We ask that when submitting your supporting documents, that you remove your name and contact details, any gender specific pro nouns and other identifiable information such as your email address, LinkedIn profile etc.

If you are submitting a list of publications, patents, grants or anything similar to support your application, we ask that you remove any authors or named contributors from these lists.

If you have any questions regarding these requirements, please contact [fellowship@iop.org](mailto:fellowship@iop.org) and we can discuss what it means for your application.

## Application processing

Upon receipt of your application it will undergo a review by the IOP. If everything required has been supplied, your supporters are then contacted. Once we have your supporter statements your application will be peer-assessed by a panel of Fellows. The length of the time it will take before you receive a decision largely depends on how quickly your supporters reply and how quickly the panel reaches a decision. We will update you if there is an issue with your application. You are also able to monitor progress through the online system.

If you have any questions about your application you can of course contact [fellowship@iop.org](mailto:fellowship@iop.org).

## Contact details

If you would like further information about fellowship or have any questions about the application process please call us on +44 (0)20 7470 4800 and ask to speak to someone about fellowship, or email us at [fellowship@iop.org](mailto:fellowship@iop.org).



## IOP Fellowship Criteria Guidance

### **Personal responsibility for innovation, providing demonstrable benefits for your business, employer, society or other stakeholders;**

For this criterion, you should provide specific examples of when you've used an innovative method to make your department/team/project work more efficiently. You should then explain how each example has been a benefit to your business, employer, etc. Please ensure, if you are using innovation to evidence another criterion, that there is no crossover with this section. Each criterion should use unique examples.

### **Industrial or Interdisciplinary collaboration, providing demonstrable benefits for business, employer, society or other stakeholders;**

For this criterion, you should provide any examples of where you have collaborated with people from another professional sector or discipline. You should explain the specifics of the collaboration and how it benefited your business, employer, etc.

### **Personal responsibility for, and effective use of, significant resources (such as budget, personnel or facilities);**

For this criterion, make sure you give a numerical value to any budgets and personnel you are responsible for, and a list of facilities and equipment, with explanations where applicable. You should also explain how your management of these resources has been effective and beneficial to your business, employer, etc.

### **Track record of successful project management, in a senior role, with significant impact;**

For this criterion, you should describe several notable projects you have managed over a number of years, clearly detailing the duration, cost and complexity of each project. You should then give a few examples of the impact each project had and how your management skills contributed to the success of the project.

### **Original research, significantly contributing to the advancement of physics, physics education, or the application of physics to significantly advance knowledge in other areas;**

For this criterion, you should give an overall explanation of your research and how it has contributed to the advancement of physics or other knowledge areas. You should then select a few specific cases to explain in a bit more detail, clearly describing the extent of your involvement in the research. If you attach a publications list in the additional information section, please remove all the authors from each publication.

### **Award of patents, or other formal recognition of invention, with demonstration of their impact;**

For this criterion, you should explain your involvement in the development and application of your patents. It is important to explain the impact of your inventions to physics or other knowledge areas, society, your employer, etc., as a list of patents alone will not be sufficient. Please be aware that the panel will only wish to know about awarded patents.

### **Attainment of major research grants, showing progression and impact;**

For this criterion, you should show progression of grants over a sustained period. Therefore, it is important to note the value of the grant, the year it was awarded, years active, e.g. 2015-2018, and whether you were/are PI or COI. Then you should provide examples of the impact these grants had on physics or other knowledge areas, society, your employer, etc.

### **Creation of a successful business, charity or enterprise, in a relevant sector;**

For this criterion, you should provide details of your business, charity or enterprise and describe its purpose. Then you should explain how it has been successful and the impact it has had on the sector. If the sector is not science-based, you will need to explain how it is relevant.



**Acknowledged expertise in developing innovative new courses or teaching methods;**

For this criterion, you should provide examples of when you have developed methods of teaching that have greatly benefitted your students, at school or university level. Examples should be innovative and easy to discern as methods you have developed or enhanced. You could also use examples of innovative new courses that you have developed, which have had positive impacts for your school, college or university. You will need to explain your process for developing the courses, the innovation involved and how the impact it's had has been evaluated.

**Established reputation as a physics teacher at school or college level, regionally or nationally;**

This criterion is for teachers in schools or colleges, not at university or higher education level. For this criterion, you need to be able to demonstrate your reputation at a regional or national level. This could be through outreach activities, collaborative work with teachers from other schools, experience on external examining boards or quality assessment of school exam board questions, for example. The impact of each activity should be described.

**Prominent service on national or international professional committees or editorial boards;**

For this criterion, you should detail your roles and provide examples of how your participation has had a positive impact on physics or other knowledge areas, society, the IOP, etc. This can also include any peer review panels you may sit on.

**Effective contributions to the public understanding of science;**

For this criterion, you should describe your work in this area and provide specific examples of when you have participated in events or projects which have had a direct effect on the public understanding of science. Explain the extent of your involvement, estimate the number of public that were reached or interacted with and describe the type of audience e.g. 150 primary school children or 30-40 first year apprentices. We are looking for a considerable body of public engagement across your career, with evidence of impact and/or a range of audiences.

**Setting of national or international policy, whether affecting education, research or other scientific areas;**

For this criterion, you should describe your work in this area and provide specific examples of where you have directly affected national or international policy. This could be through being a board member, a consultant, as part of an advisory group or another relevant position of influence. For each example, it should be clear how the resulting policy has positively impacted the relevant area.

**Demonstrate significant impact through physics-based outreach and engagement activities or high-profile promotion of the importance of physics;**

For this criterion, you should describe your work in this area and provide specific examples of where you have lead outreach and engagement activities that have had a demonstrable effect in promoting physics. Explain the extent of your role in each activity, provide an estimation of how many people attended, describe the type of audience, and detail how the activity promoted the importance of physics. We are looking for a considerable body of outreach and public engagement across your career, with evidence of impact.

**Effective contribution to diversity and inclusion and/or widening participation in physics;**

For this criterion, you should describe your work in this area and provide specific examples of events or projects you have been involved with that have had significant impact on diversity and inclusion in physics. You should explain the extent of your contribution and the positive impacts on diversity and inclusion that resulted. We are looking for a considerable body of relevant activity across your career, with evidence of impact, including the range and significance of people affected.



**Demonstration of long standing commitment to the training, development or mentoring of others;**

For this criterion, you should be able to evidence a sustained record of training, development and/or mentoring activities. You should give specific examples and explain the type of people you trained or supported, e.g. colleagues, interns, junior staff, etc. You should also explain how your contributions enhanced the development of the people involved.

Please note: This criterion is for those who make a commitment, outside of their usual work, as a mentor, running training courses and guiding people in their professional development. Supervising students and post docs does not fall under this criterion.

**Successful use of physics, resulting in positive impacts on society, sustainability or the environment;**

For this criterion, you should provide specific examples of how your work in physics has positively affected society, sustainability or the environment. In each case you should explain what the work was, your contribution, the outcomes and the impact.

**Sustained and effective contributions to the enhancement of the profession e.g. through supporting the work of the IOP or demonstrating the value of a physics education;**

For this criterion, you should be able to evidence a consistent record of positive impact in physics. You should provide specific examples, explaining your contributions and how the activity enhanced the profession. You must describe the impact of your contributions. The examples in this section should be unique within your application. However, you may submit a combination of evidence from other criteria to fulfil this criterion, if not used elsewhere in your application. E.g. one patent, one outreach event and a few research papers which, when put together, have made an effective contribution to the enhancement of the profession.