

ROYAL PHARMACEUTICAL SOCIETY

Panel of Fellows Guidelines

Person Specification

Key qualities of Panel member

- Wide knowledge of the Pharmacy profession and current practice.
- An understanding of the RPS vision and mission and the strategic objectives of the organisation
- A general awareness of the services and activities undertaken by RPS, including its key policy and advocacy work
- An ability to make an objective assessment of distinction and leadership in pharmacy, pharmaceutical care, pharmacy practice, academic contributions and support for the development of the profession amongst candidates put forward for consideration.

Specialist knowledge or skills

- Specialist experience in one or more areas of practice including traditional and developing new roles across the breadth of the profession
- Knowledge of professional developments in a particular region or national context.

Key Criteria

- Must be currently contributing to the profession in a recognised area of pharmacy practice
- Must be able to attend (this can be virtual) and contribute to decisions of two Panel meetings a year.
- You may also be asked to feed into working groups of the Panel.
- Be an RPS Fellow

Role Specification

Main Purpose

The Royal Pharmaceutical Society's Panel of Fellows is empowered to confer fellowship on members who have made an outstanding original contribution to the advancement of pharmacy knowledge and practice or have attained distinction in the profession.

They make these judgements in a fair way, without bias.

They ensure they uphold the values of the RPS.

The Panel of Fellows is accountable to the Assembly. It reports on its activities through an annual report, usually submitted at the November Assembly meeting.

Composition of the Panel

- The Panel consists of a chair and a flexible number of Panel members up to a maximum of eight in total.
- Members of the Panel should reflect the diversity of the profession.
- The breadth of the profession should be represented on the Panel as much as possible. It is important that those working in both traditional and new models of working are considered as Panel members.

Summary of Main Duties

- The meetings are usually held in May and November of each year.

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- Panel members are expected to read the nomination of Candidates put forward for Fellowship, which are circulated in **confidence**, prior to each meeting.
- Each nomination is considered at the meeting and Panel members agree a list of candidates to put forward to the Assembly for Fellowship Awards.
- The Panel of Fellows is responsible for organising the annual Fellows dinner with the support of the RPS Events team and operating within the budget allocated. This is usually held in May each year and panel members are expected to attend.
- Panel members are invited to the Society's reception for new Fellows.
- Panel members may be asked to contribute to working with stakeholders and consider how those appointed as Fellows can contribute to the work of the RPS.
- Members of the Panel are obliged to attend an inclusion and diversity workshop upon appointment

Term of Office

- Members are appointed on a three-year term and may serve a maximum of two consecutive terms.
- This may be extended by one more term in exceptional circumstances.
- Appointments will run from September/October depending on ratification by the Assembly.