

# **RCN Awards – Fellowships, Honorary Fellowships and Awards of Merit**

## **How to write a successful supporting statement**

# Fellowships

- ◆ recognise RCN members who have made exceptional contributions to nursing and health care; and
- ◆ who are registered nurses in the UK.

# Honorary Fellowships

- ◆ recognise individuals who are not nurses but have made a significant impact on nursing and/or health care; or
- ◆ nurses registered outside the UK who have made exceptional contributions in their country or internationally.

# Awards of Merit

- ◆ recognises individuals who have given exceptional service to the RCN, making an impact on their branch, workplace, forum, or the RCN as a whole.

# Who should prepare the supporting statements?

- ◆ Supporting statements should be prepared by someone who knows the candidate very well.

# What makes a good supporting statement?

- ◆ A good supporting statement will:
  - tell the individual's story
  - describe vividly and persuasively how and where they have made a difference
  - explain what is special about their achievements, what the effect has been and why it has been important
  - talk about how the candidate earned the respect of their peers and colleagues
  - show how they have become a role model.

# How should a supporting statement sound?

You should:

- ◆ present your information in a clear and easy to read style
- ◆ not be afraid to use superlatives
- ◆ evidence achievements and effects
- ◆ check your facts and accuracy
- ◆ check spelling, punctuation, grammar.

# What shouldn't a supporting statement shouldn't be:

- ◆ an extended CV
- ◆ a list of educational achievements, appointments, awards or posts
- ◆ a job description showing what the candidate does.