

## Committee Member (Fellow) - Role

### Brief

BCS are creating a committee to ensure that the quality, diversity and insight of our Fellows and their constituent community, matches the ambition of our inspirational, dynamic and creative profession.

As member of this committee you will be responsible for ensuring the activities of the Committee support its purpose to:-

- Provide the necessary authority for the interpretation of the Fellowship criteria set by the Registrations and Standards Committee.
- Objectively review fellowship applicants as the ultimate arbiter to avoid ambiguity in the interpretation of the Fellowship criteria.
- Promote members into Fellowship.
- Support the assessment process for Fellows.
- Provide quality assurance for the assessment of Fellowship applications.
- Advise on the nature of communications to Fellows.
- Help develop attractive engagement opportunities to the Fellowship to support the delivery of our Royal Charter to promote the significance of BCS Fellowship.

As member of this committee you will help to deliver the committee key responsibilities to:-

- Review those applications that assessors have identified as needing adjudication and ensuring that any decisions are reviewed for the consistent application of the criteria. It may overturn a rejection of an original assessment by a Fellowship assessor.
- Feed back its decision for each overturned or clarified assessment to assessors and for inclusion in training material.
- Work with the Standards Manager to iterate the assessment criteria, soliciting and reviewing feedback.
- Periodically review the assessment of Fellows against the criteria and SLAs, bringing any quality issues in the assessment of applications to the attention of the Service Delivery Manager for Membership and Standards.
- Regularly review the data on both new applications and leavers and apply these insights to inform delivery against BCS diversity and inclusion goals.
- Encourage Fellows to volunteer, lead and inspire.
- Identify opportunities and recommend programmes to engage Fellows.
- Identify exemplary Fellows for case studies, F-TAG membership and thought leadership work with the Policy Team.
- Encourage Fellows to serve as mentors.
- Nominate individuals for Honorary Fellowship to be considered by Community Board.
- Advise on communication strategies for attracting both members and prominent non-members to BCS Fellowship.



# Fellowship Committee

## Key Responsibilities and Actions

The key responsibilities and actions of the role will be:-

- Contribute to the Committee ensuring the activities of the Committee support its purpose.
- Contribute to the Committee in discharging its key responsibilities.
- Challenging the BCS way of doing things, including the above, as appropriate.

## Our Expectations

### Commitment

We expect Committee members to attend Committee meetings (in person or remotely) throughout the year. The Community Board anticipates that the Fellowship Committee will meet at least four times a year. To be timely, some reviews may be required over email or virtually as necessary.

The holder will be responsible for completing tasks that fall within the key responsibilities laid out above and as discharged by the Chair with the full support of the BCS Membership Team and the Membership Director.

### Personal Specification

We expect members of the Committee to demonstrate:-

- Leadership skills.
- Passion about the hopeful promise of our digital futures.
- Knowledge and healthy challenge of the Institute's governance.
- Enthusiasm for supporting the Community.
- Ability to communicate with accuracy, enthusiasm and effectiveness.
- Prior committee member experience
- Knowledge of using remote working tools such as Microsoft Teams, email and other digital tools.



# Fellowship Committee

## Support

The Committee member (fellow) will be supported by:-

- Fellowship Committee Chair.
- The Community Board.
- The BCS Membership Team.
- The BCS Membership Director.

## Committee Membership

The following apply to the role's appointment and membership of the Committee:-

- The Committee member (fellow) will be appointed by the fellowship Committee Chair, overseen and ratified by the Community Board.
- The appointment as Chair will be for a three-year term and may be re-appointed for a second three-year term.

## Volunteering at BCS

BCS provides a wide range of volunteering opportunities, locally and nationally. Being a volunteer at BCS allows a unique chance to deliver aspects of our Royal Charter. BCS also provides a range of opportunities to develop skills and meet others passionate about Making IT Good for Society.

Volunteering with BCS can be an outlet to give back or a route to career development.

As part of BCS' aim to improve equality and diversity within the profession, we seek to increase the diversity of board and committee members. BCS, therefore, welcomes applications from under-represented groups such as women, black and minority ethnic, people with disabilities, and the LGBTQ+ community.