

ERF Fellowship Criteria

Fellowship of the ERF may be awarded to individuals who have sustained high levels of achievement, for example through leadership, influence, senior responsibility, innovation, and professional service, at the forefront of the Recruitment Industry for a period of five years or more.

The ERF's Fellows act as a key group with the ERF supporting the activities of the organisation, the consistent application of Best Practice and the ERF Code of Conduct and ethical obligations of the Recruitment Profession.

Criteria for election to Fellowship

Applications for Fellowship of the ERF may be made by any recruiter who can fulfil the following criteria

- **Experience**
 - 10 years' experience in the recruitment industry
 - Or
 - 7 years' experience plus the ERF's Certificate in Recruitment Practice and the ERF's Manager Course.
- **ERF Membership**

During the five years prior to applying for Fellowship the applicant must have filled position of responsibility in an organisation which has at all times been a paid up member of the ERF
- **Industry Best Practice**

At all times an applicant must demonstrate that they promote Best Practice in the Recruitment Profession in Ireland. Any person about whom a formal complaint has been made and who has been deemed to have broken the ERF's Code of Conduct is ineligible to apply for Fellowship of the ERF
- **Thought Leadership**

Applicants for Fellowship are expected to be thought leaders in the industry, driving new developments and delivering innovative services.
- **References**

Two written references must be provided, one of which must be from a current Fellow in good standing of the ERF. Each existing fellow is limited to sponsoring one new Fellow every two years
- **Personal Statement**

Please outline in less than 300 words why you believe your experience and track record qualifies you to be become a fellow of the Employment and Recruitment Federation, highlight under the following categories where relevant

 - Your role and the contribution you have made to the development of your current organisation
 - Any contribution you have made to the ERF in terms of Committee / Sub-Committee Membership or lobbying on behalf of the Industry under the ERF's auspices.

- Service on or Nomination to sit on Government Boards, Public Bodies, Industry Groups, Professional Standards Committees or other bodies relevant to the Industry
- Fellowship / Membership of other professional Recruitment bodies (e.g., FRS CIET); or Membership / Fellowship of another Professional Institution;
- Industry Awards or Commendations, Honorary Degrees

- Published Academic Research relevant to the Industry or contribution to White Papers relevant to the Recruitment Industry

Application Process

The ERF Fellowship Committee meets quarterly to review applications and will contact successful applicants to verify that their application meets all the criteria for Fellowship.

Responsibilities of an ERF Fellow

Fellowship is an annual membership and the fellows are obliged to do the following:

- Attend at least 5 ERF events in a calendar year
- Demonstrate Commitment to Continuous Professional Development
- The ERF is a largely voluntary organisation, the Fellows are expected to support the activities of the ERF through active participation in committees and subcommittees
- All fellows are required to respond to any calls for market information by the ERF's officers e.g. through the participation in an online survey
- Always abide by the ERF's Code of Conduct. Any fellow found to have broken the ERF's Code of Conduct will be removed and barred from becoming a fellow again in the future.

Assessment of Applications

The Assessment and Grading of written Fellowship Applications will be performed by the Honorary Fellows of the ERF in conjunction with and coordinated by the ERF Fellowship committee.

Fellows may apply in writing to the NFR Fellowship Committee take a hiatus of up to 2 years in a given 10 year period without having to reapply for Fellowship.

Date of Application:

FELLOWSHIP APPLICATION FORM

Name:

Address:

Mobile Number

Email Address

Company Name:

Company Address:

Year work commenced in the recruitment industry

Two Reference's required:

| Referee name & company | Telephone number | Email address |
|------------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

Bio

Please include a short biography

Please include passport size photograph (email soft copy)

SELF DECLARATION

I,
(PRINT NAME)

declare that:

- All information I have provided is true, complete and correct to the best of my knowledge.
 - I have provided full details of any incidents, suspensions to the best of my knowledge past, present or future pending in regard to any roles I have held as a Director of a company or as a member of a Board of Directors.
- I do not have** any incidents past, present or pending where I was disqualified from a “Board of Directors”

"In the event that it emerges that your declaration is in conflict with what you have voluntarily declared, the ERF may suspend your membership to allow time to investigate the facts of your application and you may be asked to supply additional information to support your application. Following an investigation the ERF may confirm your membership will either be allowed to continue or your membership may be terminated without refund, the decision of the investigation panel may be appealed to the President of the ERF in writing within 5 working days setting out the grounds of your appeal. The President of the ERF will hear the appeal within 5 working days unless on annual or special leave and will revert within 5 working days with a final decision in the matter".

In signing this application form you agree to be bound by the terms and conditions of the ERF its policies and procedures.

SIGNED: **Dated:**

NAME:

[Block capitals]

ADDRESS:

Office / Committee use only:

| | |
|--|-------------------------|
| <p>Pass Results</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>ERF Stamp</p> |
|--|-------------------------|