GOLD D3 Senior Fellow – Supporting Statement Proforma

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| **IMPORTANT INFORMATION – Please read before using this proforma**  This Supporting statement proforma is only intended for candidates that are using the PSF 2023 and who enrolled onto our GOLD scheme **after 1st September 2024**. Please do not use or make any reference to UKPSF 2011 here for a GOLD candidate using PSF 2023.  If the candidate you are completing this proforma for enrolled onto the GOLD scheme before 11.59pm 31st August 2024, they will be developing and submitting an application using the UKPSF 2011 version. There is a separate Supporting statement proforma that you must use for this, which our team can send to you if you do not have a copy.  If you are or think your mentee is to use UKPSF 2011 please **DO NOT** use this PSF 2023 version as it is different from UKPSF 2011. Please confirm with our GOLD team before going ahead please email [GOLD@greenwich.ac.uk](mailto:GOLD@greenwich.ac.uk). |

# Introduction

Thank you for agreeing to provide a supporting statement to authenticate practice within a GOLD fellowship application using PSF 2023. This is a requirement of by Advance HE to accompany an application for any category of fellowship. Candidates who are applying for SFHEA require **two supporting statements**;

* From the candidate’s approved GOLD mentor
* From someone-else who is current first-hand knowledge of the candidate’s professional practice

Please read this proforma carefully and in conjunction with the **GOLD D3 Senior Fellow - Guidance for Referees PSF 2023** document before completing the supporting statement. The guidance document is available on our GOLD website.

# What is the purpose of the supporting statement?

Please note that the statement supporting a GOLD application is not a job application reference. The award of Senior Fellowship is based on peer recognition of professional practice and as such you are being asked to support, verify and endorse this application as a peer who has expertise in teaching and/or supporting learning in higher education (HE). During the GOLD review process the two independent supporting statements provided by the referees will be used to confirm that the submission presents a fair and accurate reflection of the applicant’s higher education practice.

# Am I the right person to provide a supporting statement for the applicant?

One of the two statements must be written by the GOLD Mentor from Greenwich. The GOLD Mentor will have current experience of working in higher education and will hold at least SFHEA. They will have worked closely with the candidate, have first-hand knowledge of their HE professional practice and will be in a position to comment on and substantiate the applicant’s record of effectiveness within the context in which they teach and/or support learning. They should be able to confirm that the candidate has represented their practice accurately and provide their opinion that they demonstrate the requirements of Descriptor 3 and criteria of the PSF 2023.

The other statement can be written by someone from outside of Greenwich (though in reality the vast majority of second statements are also completed by a member of staff from Greenwich), and they must also be familiar with the recent practice of the candidate. The second statement referee does not have to hold a category of fellowship themselves but in reality, most do and this is encouraged as it means that the referee will have familiarity with fellowship and the professional standards framework.

To write a supporting statement you need to have current or recent experience of working in higher education and to be familiar with the PSF 2023. You will have worked closely with the GOLD candidate (either currently or previously at Greenwich or currently or previously at another higher education institution), have first-hand knowledge of their HE professional practice and will be in a position to verify and endorse the applicant’s inclusive and effective practice within the context in which they teach and support learning. You should be able to confirm that the applicant has represented their practice accurately and provide your opinion that they demonstrate the requirements of the Descriptor 3 criteria of the Professional Standards Framework for teaching and supporting learning in higher education (PSF 2023). The application for Senior Fellowship is based on current and recent HE practice (usually within the **last 3-5 years**).

Please note that supporting statements should reflect professional relationships; i.e. not be from family members or based on personal friendships. The statement will be your independent and authentic account in support of the application. If you feel, having read this guidance that you are not in a position to give a supporting statement then you should decline the request.

# What should I include in the supporting statement?

You can refer to specific elements of the GOLD application in your supporting statement and/or independently supply further evidence on their behalf, as appropriate. In either case, you should **explicitly** refer to the descriptor 3 statements for Senior Fellowship and to relevant dimensions of PSF 2023. You should provide examples to support your statement wherever possible.

In completing this Supporting Statement, you are confirming that you have read the **GOLD D3 Senior Fellow - Guidance for Referees PSF 2023** document. You should use the [**Descriptor 3 criteria of the PSF 2023**](https://advance-he.ac.uk/knowledge-hub/professional-standards-framework-teaching-and-supporting-learning-higher-education-0?_ga=2.218154137.1225319294.1676230091-984464210.1638205624) as a guide to writing your 2-page GOLD Mentor Supporting Statement.

Descriptor 3 is suitable for individuals whose **comprehensive understanding** and **effective practice** provides a basis from which they **lead or influence** those who teach and/or support high-quality learning. Individuals are able to evidence:

* **D3.1**: a sustained record of leading or influencing the practice of those who teach and/or support high quality learning
* **D3.2**: practice that is effective, inclusive and integrates all Dimensions
* **D3.3**: practice that extends significantly beyond direct teaching and/or direct support for learning.

In association with Descriptor 3 criteria of the PSF 2023, as a guide, you should comment on the following in your Supporting Statement:

* your own personal experience of the applicant’s recent and effective HE practice (drawing on the last 3 – 5 years);
* any inclusive practice and/or contribution to developments by the applicant in teaching and/or supporting learning within their context as appropriate;
* your perspective on the practical examples provided within the application to illustrate the requirements of Senior Fellow, focusing on the way(s) in which the applicant has **effectively influenced** or **led other colleagues’ HE practice.**

Supporting statements that do not specifically and explicitly articulate the experience of the GOLD candidate with the specific dimensions of the PSF2023 may risk jeopardising the application. If in doubt about any aspect of the supporting statements, please contact [gold@greenwich.ac.uk](mailto:gold@greenwich.ac.uk) for further guidance.

# Supporting Statement - Details

**This is an OPEN reference for a GOLD Senior Fellow D3 Application.**

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| **Candidate’s Name** |  |
| **Your Name** |  |
| **Your Job Title** |  |
| **The category of Fellowship you currently hold** | Associate Fellow  Fellow  Senior Fellow  Principal Fellow  N/A |
| **GOLD mentor confirmation (For First Referee Supporting Statements Only)**  By marking this box, you confirm that you are an approved GOLD mentor and have been this candidates GOLD mentor.  GOLD mentors must hold the same or higher category of fellowship to that the candidate is applying for. | I confirm |
| **Name of your Institution/Workplace** |  |
| **Name of your Faculty/Department/School/Office/Directorate** |  |
| **Your email address**  Please provide your professional workplace one where possible |  |
| **How long have you known the candidate?**  Please put in the number of calendar years and months |  |
| **In what capacity can you comment on the applicant’s professional practice?** |  |

# Supporting statement – Main statement

We recommend that the supporting statement is around 1000 words (2 sides of an A4 page). Please ensure that you include mapping to the PSF 2023 where applicable in your statement and authenticates the candidate’s practice they have written about in their application

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# Declaration

In submitting your Supporting Statement, you are confirming that the applicant’s submission relates to their higher education professional practice and that your statement is your own work and has been written specifically for this applicant. If the professional integrity of the Supporting Statement is in question it will not be accepted.

I declare that this supporting statement is written by me. I grant permission for this application to be processed through plagiarism detection software and/or for any other checks to be made regarding the accuracy of the information included in this supporting statement.

I confirm that I have read and agree with the declaration above:

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| **Your signature** |  |
| **Date** |  |