

Role and Responsibilities of ECSB Fellows
and
Procedures and Criteria for Nominating Individuals
for the European Council for Small Business (ECSB) Fellowship

Role and Responsibilities

The role of an ECSB Fellow is mainly advisory and representative. On special occasions ECSB Fellows can take up special tasks requested of them by the Board. The responsibilities of a Fellow include to:

- Provide advice to the ECSB board in general, but with special focus on matters related to the governance of the organisation;
- Represent ECSB Nationally and Internationally on conferences, congresses, seminars, etc;
- Act as mentors to Board Members (e.g. scientific leadership and direction in the selection of papers (RENT, etc);
- Contribute to the activities of ECSB (e.g. awards, conferences, workshops, training, the journal, networking, etc). Special attention could be given to the organisation of the ECSB conferences (RENT etc);
- Promote ECSB and advocate on its behalf in order to add to the ECSB membership;
- Manage the process of selection of Fellows, the co-ordination of activities of Fellows, and ECSB policy concerning Fellows.

Objective of ECSB Fellows

The appointment of a person as an ECSB Fellow is to honour exceptional achievement and/or service within the professional domain of ECSB. The ECSB Fellows work together as peers in the service of ECSB and the ECSB Board.

Procedures for Nomination of Fellow

1. All nominated individuals will go through a two step process. In Step One, an individual is nominated by an existing ECSB Fellow or a minimum of two Board members. The Nominator(s) must submit a one page biography and give detailed reasons why they believe that the person nominated is worthy of the award. The Chair of the Fellows circulates the details of the Nominee to be vetted by the current Fellows. A simple majority of the ECSB Fellows voting can evaluate the candidate to the second level of formal nomination. In Step Two, the Fellows propose to the Board

whether the Nominee should or should not be awarded a Fellowship and the Board then makes the final decision at a formal Board meeting.

2. No more than one candidate can be elected a Fellow in a given year.
3. All nominees **MUST BE** current members of ECSB.
4. All elected Fellows must appear in person at the upcoming ECSB conference (RENT or other) to formally be recognized and inducted as ECSB Fellow. New ECSB Fellows will be formally introduced during the Gala Dinner at the annual ECSB Conference.
5. All Fellows will receive a plaque of recognition.
6. The ECSB Fellows elect a Chair that represents the ECSB Fellows on the ECSB Board of Directors subject to the nomination by the General Meeting. The Election for the Fellows Chair is every two years (not in parallel with ECSB president).
7. While each Fellow can attend Board Meetings as an observer, only the Chair of the Fellows has a vote, subject to the nomination by the General Meeting.
8. In the event that the elected Chair of Fellows cannot attend a Board meeting to represent Fellows, then he/she can nominate another Fellow to represent the ECSB Fellows in the Board meeting but without a right to vote.

Criteria for Nomination

Criteria for consideration as ECSB Nominee (no criteria should be considered more important than any other area. Nominees should have exhibited excellence in at least two areas):

- Advocacy for Entrepreneurship and Small Business Management in Europe;
- Service to ECSB (if a member of ECSB Board, they must be out of office);
- Recognized internationally as a Scholar and/or Researcher in Entrepreneurship and Small Business Management;
- Demonstrated excellence as an outstanding teacher, lecturer and presenter in Entrepreneurship and Small Business in their region.