



TO: Interested Registered Nurses
FROM: New York State Nurses Association
DATE: January 2007
SUBJECT: NYSNA Nursing Research Fellows Program

The Board of Directors of the New York State Nurses Association is seeking applicants for the NYSNA research fellows program. The goals of the program are to increase members' understanding of their professional association and to prepare them for involvement in research activities of the association. In order to apply, the individual must hold membership in NYSNA, have a minimum of a baccalaureate degree in nursing, and be in concert with ANA's Position Statement on Education for Participation in Nursing Research. The attached application must be submitted as well as 2 letters of recommendation.

The program, which is two years long, consists of regular guided educational, research-related, and general association experiences. These activities include activities that enable the member to participate in association research meetings and business. The research fellow attends all meetings of the Foundation of New York State Nurses Center for Nursing Research Planning Committee. Examples of activities include the evaluation of research activities through participation in abstract review for the convention poster presentations and selection of the annual Distinguished Nurse Researcher Award presented by the Foundation of Nurses York State Nurses. Additional activities include a personal mentorship with an accomplished researcher and the opportunity to help shape statewide activities to promote research and evidence based practice. One fellow will be chosen for the 2007-2009 program.

A timetable describing some of the activities planned for the fellow and the approximate time commitment is attached. Activities are held at Foundation of New York State Nurses headquarters in Guilderland, New York, and in the NYSNA New York City office. A council member will be assigned to mentor the fellow. Travel expenses and overnight accommodations, as needed, will be provided by NYSNA. Reimbursement may also be provided to help support a fellow's attendance at the annual convention in September if the Foundation Center for Nursing Research Planning Committee meets during that time.

Take this opportunity to learn about the many research activities of our multipurpose professional association, to network with current and future NYSNA researchers, as well as leaders in the organization, and to identify future research roles for yourself – these roles may be related to participation in ANA's, NYSNA's, your district's, or your institution's research activities. Sample expected outcomes of the Research Fellowship are:

- Or 1. Presentation on research and/or research experiences to a group of health professionals or to members of the community.
- Or 2. Preparation of a manuscript related to research.
- Or 3. Development or evaluation of an evidence-based practice protocol, or other clinical intervention resulting from the research fellowship experience.
- Or 4. Development of a research or research utilization proposal.
- Or 5. Completion of your own, or your institution's special research related project.

The enclosed directions should be used for submission of the required documents. Members may self-nominate, but 2 written recommendations are required as per the criteria. We encourage district nurses associations, NYSNA organizational units, as well as NYSNA members and the local bargaining units, to distribute the application to qualified candidates and to nominate them with their permission.

Selection criteria for appointment are included for your information only;
DO NOT complete the criteria forms.
THE DEADLINE FOR APPLICATION IS MAY 15, 2007.
PLEASE RETURN TO NYSNA
ATTN: Tammy Denman
11 Cornell Road, Latham, New York 12110

Constituent of United American Nurses
Constituent of the American Nurses Association

NYSNA Nursing Research Fellows Program APPLICATION FORM

The following information **MUST** be typed on this form and/or word processed on a separate page indicating that this is an application for NYSNA Nursing Research Fellows Program. As indicated, all required statements should be typed on separate pieces of paper. **All typed addenda should include your name on each page, have one-inch margins, and at least 11 point font lettering.**

Name of Nominee: _____

Home Address: _____

Telephone Number: _____ (Home) _____ (Work)

E-mail Address: _____

Present Position/Title: _____

Employer: _____

Employer Address: _____

Check the following eligibility criteria:

NYSNA member: Yes No* NYSNA District # _____ (if applicable)

Baccalaureate degree* in Nursing: Yes No*

College: _____ Year: _____

Baccalaureate degree* in field other than Nursing: Yes No*

In lieu of a BSN, the applicant may demonstrate a strong background in research such as, but not limited to:
evidence of a completed research course,
evidence of continuing education related to research,
evidence that they have worked closely with someone on a research project,
a letter speaking to their research experience from someone knowledgeable of research.

(Please review the ANA Position Statement on research available through the ANA web site www.nursingworld.com or Call NYSNA (518-782-9400, ext. 205 for a copy)

***If applicant has answered "no" to these criteria, DO NOT forward application to NYSNA.**

Provide the following:

1. Submit a current TYPED resume or curriculum vitae with this form.
2. List organizational memberships, participation, and committee offices held if not included and/or highlighted on your resume. Type on a separate page and include your name.
3. On a separate typed page provide statements under the headings highlighted in bold. The total of these statements should fill no more than two pages. Include your name and attach this to your application.
 - a. Describe your **current work responsibilities**; include if applicable, any activities related to research.
 - b. Describe what you believe this fellowship will **help you accomplish**.
 - c. Describe your **long-range plans** for research activities related directly and indirectly to NYSNA, your District NA, and/or ANA.
 - d. Provide **evidence of your potential** for participating in research activities. Include examples of achievements and future plans in relation to research activities and educational goals.
4. Provide a recommendation by a professional colleague who possesses a minimum of a master's degree and who is involved in research activities. This should address your potential for research activities and related scholarship.
5. Provide a second recommendation from your supervisor that will attest to your organization's support for the Research Fellowship (sample letter included as a guide to your employer).

NYSNA Nursing Research Fellows Program

TIMETABLE: 2007 - 2009

FIRST YEAR

June/July 2007	Review of applications by the Foundation Center for Nursing Research Planning Committee
August	Appointment of fellow by NYSNA Board of Directors
November	Orientation program (1 day) Foundation Headquarters, Guilderland, NY Discuss personal goals for fellowship
December/January 2008	Foundation Center for Nursing Research Planning Committee meeting Begin participation in Committee activities Be prepared to discuss your draft of your goals for the fellowship Select a mentor
February/March	Foundation Center for Nursing Research Planning Committee meeting Continue work on Committee activities Update goals Begin to formulate ideas for your special project/s
Spring/Summer	Foundation Center for Nursing Research Planning Committee meeting (usually June) Work with Committee in developing education programs for convention
Summer	Assess personal fellowship goals Continue Committee work Participate in selection of Distinguished Nurse Researcher and poster presentations
October	NYSNA Convention (4 days) Participate in Foundation Center for Nursing Research Planning Committee activities if applicable

SECOND YEAR

2009	Calendar as prescribed above Attend Foundation Center for Nursing Research Planning Committee meetings Evaluate fellowship activities and goals Revise goals Plan program of activities to meet goals Complete Fellowship project
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Fellows should be able to complete one of the suggested outcomes listed in the cover letter of this application.

PLEASE NOTE: Individualized learning activities can also be arranged for each fellow with the various members of the Committee as well as the organization.

Sample Supervisor's letter

**New York State Nurses Association
11 Cornell Rd
Latham, NY 12110**

Selection Committee for Nursing Research Fellowship

I am pleased to nominate _____ for the New York State Nurses Association 2007-2009 Nursing Research Fellowship. I understand this two year program enables _____ to participate in the research related activities of the Foundation of New York State Nurses Center for Nursing Research Planning Committee. I understand that (she/he) will receive individualized mentoring to accomplish a project that will enhance (his/her) understanding of research and evidence-based practice.

I understand that _____'s participation in this program will involve attendance at approximately four meetings of the Foundation Center for Nursing Research Planning Committee and occasional telephone conference calls. This will involve no direct cost to our organization but rather _____'s travel will be subsidized by the New York State Nurses Association. Our organization is not obligated to offer _____ duty time to participate in this program but we may consider it because of the long term benefits this program enables our staff member to bring to our facility.

We endorse _____'s nomination for this program and look forward to the fruits this valuable experience will return to our organization.

Supervisor signature block

Signature

Date

Printed Name

Title

NYSNA NURSING RESEARCH FELLOW NOMINEE

Selection Criteria*

Please check whether the candidate's documents met or did not meet the indicated criteria, in addition, rank the *criteria using the below scale and total.

*Degree to which a particular criterion was MET: 1 = average; 2 = above average; 3 = exceptional

MET Yes/No	Score*	CRITERIA	COMMENTS
_____ _____ _____	_____ _____ _____	<u>Eligibility</u> NYSNA Member Baccalaureate in Nursing <u>Specific Criteria</u> 1. CV *Professionally presented * Up-to-date	
_____ _____	_____ _____	2. Lists organizational membership, participation and offices if not included in CV *Listed appropriately in CV or *Listed appropriately on separate paper Member of ____ professional groups, including specialty Member of ____ national honor societies Indicates active participation Indicates offices held	
_____ _____	_____ _____	3. Describes current work responsibilities related to research *Indicates direct research activities *Indicates indirect research activities *Indicates support of research activities in general	

(over)

MET Yes/No	Score*	CRITERIA	COMMENTS
_____	_____	4. Articulates a sense of what he/she wants to achieve as a result of the fellowship *Clearly stated? *Feasible? *Attainable within structure of program? *Consistent with purpose and functions of NYSNA? *Consistent with purpose of Council on Nursing Research?	
_____	_____	5. Long-range plans for research activities Research activities stated clearly for: *NYSNA _____ directly _____ indirectly *DNA _____ directly _____ indirectly *ANA _____ directly _____ indirectly	
_____	_____	6. Narrative indicating potential for conducting research Clearly stated examples of achievements of: *research activities *educational goals Clearly stated examples of future plans: *research activities *educational goals All statements fit within 2 pages.	
_____	_____	7. Letter of recommendation by professional colleague *Indicates potential of candidate in relation to research activities *Indicates that candidate demonstrates scholarship in his/her work *Positive recommendation	

*Degree to which a particular criterion was MET: 1 = average; 2 = above average; 3 = exceptional

_____ Total Score * Criteria

_____ All Criteria Met