

## **Guidance notes for Advocates - Associate Fellow**

Thank you for agreeing to take on the role of advocate for a submission for Advance HE Fellowship via ENroute. ENroute is Edinburgh Napier University's Professional Recognition Framework designed to enable staff involved in teaching and supporting learning to submit for one of four categories of Advance HE Fellowship.

Your role as an advocate is to confirm that the practice detailed in the individual's submission is a true record. You need to have sight of their written claim (documentary option) or their Padlet or Mahara collection of pages (dialogue option). In both cases, this contains their Record of Professional Activity (RPA), which is supplemented with Case Studies for the documentary submission or with a Discussion Page outlining their practice for the dialogic submission.

In providing the Advocate Statement you are confirming that you support the participant's claim for Fellowship in their chosen category.

The participant will provide you with the following information and documents:

- The category of Fellowship they are submitting for
- The date by which they need to submit your statement
- These Advocate Guidance Notes
- The Advocate Statement Form
- For documentary submissions: their written claim (RPA + Case Studies)
- For dialogue submissions: their collection of Padlet or Mahara pages (RPA + Discussion Page)

**To complete your reference:**

- Examine the Record of Professional Activities and read the Case Studies or look at the Discussion Page – does the claim provide an accurate picture of the participant’s experience and achievements in teaching and supporting learning?
- Consider the Professional Standards Framework (PSF 2023; attached), including the Dimensions of the Framework and the Descriptor relating to the category of Fellowship applied for (both copied here on page 2 for your convenience). Do the Dimensions underpin the individual’s practice in teaching and supporting learning? Does the individual meet each clause of the Descriptor relating to the category of fellowship they are submitting for?
- Complete the Advocate Statement Form to offer your view on the above (up to approx. 500 words), providing practical examples to support your comments where possible.
- Email your completed form to the participant to include as part of their submission.

The ENroute reviewers may contact you to discuss your advocate statement.

The participant will have been advised to get in touch with you well ahead of time for this supporting statement. If you do not have time to take on the advocate role or do not feel in a position to comment upon the participant’s work, please decline the request.

If you have any questions the participant is not able to answer, please contact us by emailing [enroute@napier.ac.uk](mailto:enroute@napier.ac.uk).

## **Descriptor 1**

**D1 is suitable for individuals whose practice enables them to evidence some Dimensions. Effectiveness of practice in teaching and/or support of learning is demonstrated through evidence of:**

D1.1 use of appropriate Professional Values, including at least V1 and V3

D1.2 application of appropriate Core Knowledge, including at least K1, K2 and K3

D1.3 effective and inclusive practice in at least two of the five Areas of Activity

**Dimensions of the Framework are found on the next page:**

## Professional Values

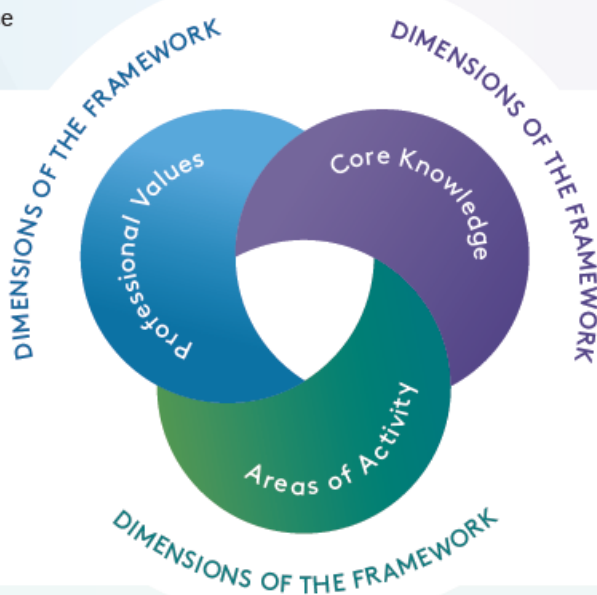
In your context, show how you:

- V1** respect individual learners and diverse groups of learners
- V2** promote engagement in learning and equity of opportunity for all to reach their potential
- V3** use scholarship, or research, or professional learning, or other evidence-informed approaches as a basis for effective practice
- V4** respond to the wider context in which higher education operates, recognising implications for practice
- V5** collaborate with others to enhance practice

## Core Knowledge

In your context, apply knowledge of:

- K1** how learners learn, generally and within specific subjects
- K2** approaches to teaching and/or supporting learning, appropriate for subjects and level of study
- K3** critical evaluation as a basis for effective practice
- K4** appropriate use of digital and/or other technologies, and resources for learning
- K5** requirements for quality assurance and enhancement, and their implications for practice



## Areas of Activity

In your context, demonstrate that you:

- A1** design and plan learning activities and/or programmes
- A2** teach and/or support learning through appropriate approaches and environments
- A3** assess and give feedback for learning
- A4** support and guide learners
- A5** enhance practice through own continuing professional development