

FAORN SPONSOR GUIDE

AORN MISSION STATEMENT

AORN defines, supports, and advocates for patient and staff safety through exemplary practice in all phases of perioperative nursing care using evidence-based guidelines, continuing education, and clinical practice resources.

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PURPOSE OF SPONSORSHIP

FAORN sponsors play an essential role in supporting the Fellow of AORN (FAORN) application process by mentoring, advising, and guiding applicants through the development of a complete and competitive fellowship application. FAORN sponsors help applicants articulate the significance, sustainability, and impact of their professional contributions to perioperative nursing and ensure alignment with the mission, vision, and values of the Association of periOperative Registered Nurses (AORN).

FAORN sponsors provide professional guidance throughout the application process; however, applicants remain responsible for the content, completion, and submission of all application materials.

FAORN SPONSOR ELIGIBILITY

FAORN sponsors must:

- Hold the FAORN designation and maintain good standing with AORN
- Be familiar with the applicant's professional contributions and accomplishments
- Be willing to provide constructive feedback, mentorship, and guidance throughout the application process

The following individuals are not eligible to sponsor applicants during their tenure:

- Current members of the AORN Board of Directors
- Current members of the Fellowship Selection Committee (FSC)

FAORN SPONSOR RESPONSIBILITIES

FAORN sponsors are expected to:

- Review the applicant's curriculum vitae (CV), narratives, and supporting materials
- Provide honest and constructive feedback regarding fellowship readiness
- Assist applicants in clearly articulating the impact and significance of their contributions
- Help ensure alignment between the applicant's narratives and CV
- Encourage concise, organized, and evidence-supported narrative development
- Verify that contributions described in the application demonstrate impact beyond the local setting
- Support applicants in presenting measurable outcomes, dissemination activities, leadership contributions, and sustained professional impact

Mentorship and professional guidance are essential components of the sponsorship process. Open communication, professionalism, and mutual respect contribute significantly to a successful sponsorship experience.

ASSESSING APPLICANT READINESS

Before agreeing to sponsor an applicant, FAORN sponsors are encouraged to evaluate whether the applicant demonstrates:

- Sustained and significant contributions to perioperative nursing
- Significant contributions in clinical practice, education, administration/leadership, or research/evidence-based practice (EBP).
- Contributions extending beyond the immediate employment setting
- Dissemination of work through presentations, publications, education, leadership, or professional service
- Clear alignment with AORN's mission, vision, and values

FAORN sponsors should provide honest feedback regarding fellowship readiness and identify areas for continued professional growth when appropriate.

FAORN sponsors should encourage applicants to pursue fellowship when their contributions demonstrate sustained professional impact and readiness for peer recognition at the regional, national, or international levels.

FAORN SPONSOR LETTERS OF SUPPORT

FAORN sponsors should compose letters of support that:

- Verify and amplify the applicant's contributions and accomplishments
- Provide objective examples and measurable outcomes
- Describe the broader impact of the applicant's work on perioperative nursing
- Expand upon, rather than repeat, information contained within the applicant's narratives

Letters of support should clearly describe the sponsor's professional relationship with the applicant and explain how the sponsor has direct knowledge of the applicant's contributions and impact.

Content Guidelines for Letters of Support

Letters of support should:

- Describe the relationship between the writer and the applicant, including the length of professional association
- Verify and expand upon the applicant's contributions and accomplishments
- Provide specific examples and objective evidence demonstrating the impact of the applicant's work
- Describe the applicant's influence on perioperative nursing and the broader impact of their professional contributions, as applicable
- Emphasize sustained contributions and impact beyond the local practice setting
- Amplify the applicant's narratives rather than simply restating accomplishments listed elsewhere in the application

Effective letters of support provide context, perspective, and objective validation of the applicant's professional impact and contributions to perioperative nursing.

FAORN sponsors and Professional Sponsors are encouraged to review Appendix A: Letter of Support Examples included within this guide for additional guidance regarding content, organization, and development of effective letters of support.

SUPPORTING A SUCCESSFUL APPLICATION

FAORN sponsors can assist applicants by encouraging:

- Clear and concise writing
- Consistency between narratives and CV content
- Inclusion of measurable outcomes and objective evidence
- Emphasis on sustained contributions and broader professional impact
- Careful adherence to all application instructions and formatting requirements

Common barriers to successful applications may include incomplete applications, unclear narratives, lack of measurable outcomes, insufficient evidence of sustained impact, or inconsistencies between the narratives and CV.

APPLICATION SUBMISSION

Applicants are solely responsible for:

- Completing the application
- Uploading all required application materials
- Entering the contact information for the FAORN Sponsor and Professional Sponsor
- Ensuring that both letters of support are submitted by the sponsors
- Paying the application fee
- Submitting the final application through the online application portal

FAORN sponsors may not submit applications or other application materials on behalf of applicants. However, sponsors are responsible for submitting their own letters of support through the online application system.

AFTER SUBMISSION

All applications undergo confidential review by the FSC. The FSC evaluates only the materials submitted within the application and does not supplement applications with personal knowledge of applicants.

Applicants selected for fellowship are formally recognized at the AORN Global Surgical Conference & Expo.

ADDITIONAL RESOURCES

FAORN sponsors are encouraged to review the following resources:

- FAORN Fellowship Application Guide
- Curriculum Vitae Template
- Frequently Asked Questions (FAQs)
- AORN Mission, Vision, and Values
- Fellows of AORN Sponsor Directory

Questions regarding the sponsorship process may be directed to aornfellows@aorn.org.

APPENDIX A. LETTER OF SUPPORT EXAMPLES

The excerpts below are provided as examples to assist FAORN sponsors and Professional Sponsors in developing letters of support. These excerpts represent portions of prior submissions and do not reflect complete letters or guarantee fellowship selection.

Letters of support should reflect the writer's direct knowledge of the applicant's professional contributions, leadership, and impact within perioperative nursing.

Example A. Professional Contributions and Leadership

I am pleased to support this applicant for fellowship in the Association of periOperative Registered Nurses. Over many years of professional collaboration, I have observed the applicant's sustained commitment to advancing perioperative nursing through leadership, mentorship, education, and evidence-based practice.

The applicant has consistently demonstrated professionalism, innovation, and a strong commitment to patient safety. Through publications, presentations, committee leadership, and interdisciplinary collaboration, the applicant has influenced perioperative practice at the local, regional, and national levels. Their ability to mentor perioperative nurses and support professional development has contributed to the growth of future perioperative leaders and strengthened perioperative nursing practice within multiple settings.

The applicant's leadership style is collaborative, forward-thinking, and focused on improving perioperative outcomes through education, evidence-based practice, and professional engagement.

Example B. Educational Contributions

I have worked with this applicant through professional and educational initiatives focused on advancing perioperative nursing education. The applicant has demonstrated sustained contributions to professional development, educational innovation, and dissemination of perioperative knowledge.

The applicant has contributed to educational programming through presentations, publications, webinars, and mentorship activities designed to support perioperative nurses at multiple stages of professional development. In addition, the applicant has collaborated with academic and clinical partners to expand perioperative learning opportunities and strengthen recruitment and retention within the specialty.

The applicant's educational contributions have extended beyond the immediate practice setting through regional and national presentations, professional service, and ongoing support of perioperative nursing education initiatives.

Example C. Regional and National Impact

I have known this applicant professionally for several years and have observed their significant contributions to perioperative nursing through leadership, mentorship, professional service, and dissemination of best practices.

The applicant consistently shares knowledge and expertise through presentations, publications, committee participation, and mentorship of perioperative nurses and emerging leaders. Their professional influence extends across local, state, and national levels through active engagement in perioperative initiatives designed to improve professional practice and patient care.

The applicant has demonstrated sustained leadership, professionalism, and commitment to advancing perioperative nursing. Their contributions have positively influenced perioperative practice, supported professional growth among colleagues, and strengthened engagement within the perioperative nursing community.