



## **Metabolomics Society Medals Frequently Asked Questions (FAQs)**

### *1) Who can apply?*

Applicants must have been members of the Metabolomics Society for at least one (1) year over the prior three (3) years immediately preceding the year of nomination, be a current member of the society and must meet the following criteria.

Applicants must have been awarded a PhD no more than 10-15 years prior to the closing date for nominations for The Metabolomics Society Medal and no more than 5-10 years prior to the closing date for The President's Award.

Exceptions to these career ranges may be made in the case of significant interruptions to an applicant's research career (e.g. illness, parental/career responsibilities). In such cases the career interruption should be detailed in the application.

### *2) How many awards will be given?*

Normally one Metabolomics Society Medal and one Presidents Award will be given each year. If the board of directors' judges that none of the nominations in either category merits an award, then one or both awards will not be made.

In exceptional cases (and depending on the quality of the applications received) the Society may choose to award two President's Medals or two Society Medals, but not more than two medals may be awarded in any one year.

### *3) What do the winners get?*

Awardees will each be presented with an engraved medal at the annual conference of the Metabolomics Society and receive free registration for that meeting.

Medal winners will have the opportunity to give a keynote presentation during the Society conference the same year they receive the award. In addition to complimentary registration, reasonable travel & hotel expenses will be reimbursed by the Society.

### *4) What are the commitments of the award?*

If you are awarded either of the society medals, then you will generally be expected to attend the annual conference of the metabolomics society to collect them in person. Your photo may be taken as you collect the award used for promotion of the society in print and/or on social media.



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### *5) How can I apply?*

Submit your application via e-mail to [info@metabolomicssociety.org](mailto:info@metabolomicssociety.org) on or before January 31, 2025. Include a numbered list corresponding with the below, as well as 2 attachments in a PDF format.

1. Name of the Nominee
2. Nominee e-mail address
3. State the specific contribution of the nominee
4. List (2) Society members in good standing, from two different institutions, who support this application. Cannot be from the same institution as nominee.
  - a. Member 1 Name, Email, Institution
  - b. Member 2 Name, Email, Institution
5. Attach a Cover Letter, one-page A4 maximum. Cover letter should include which award is being applied for and summarize the achievements of the nominee (and any significant career interruptions, if applicable). (PDF file)
6. Attach a detailed Curriculum Vitae, including publications. (PDF file)

### *6) Can I self-nominate?*

Yes, applicants can self-nominate or be nominated by other members of the society.

### *7) What documentation must be included in the application?*

Nominations should consist of four things:

- a cover letter (one-page A4 max) letting us know which award you are applying for and summarizing the achievements of the nominee (and any significant career interruptions);
- support from at least 2 additional full Members in good standing and from different institutions to each other and the nominee (please include name, email and affiliation);
- a citation with details of the specific contribution of the nominee (50 words or less, suitable for a notice on the website); and
- a Curriculum vitae, including publications, of the nominee.



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### *8) How does the selection process work?*

Applications will be reviewed by the board of directors following a pre-established scoring system. The winner will be decided by ranking the applications a majority vote of the Metabolomics Society Board of Directors (BOD). In the case of multiple high-quality entries and or tied voting there will be multiple rounds of voting with the candidate with the lowest number of votes eliminated in each round until one candidate in each category remains.

Where a clear decision cannot be made, the application may be sent to an external referee, usually an eminent international scientist not connected with any applicant, for adjudication.

As noted elsewhere the Board of directors reserves the right not to make an award if it is deemed that none of the applications received are of sufficient standard.

### *9) Is the board of directors' decision final?*

Yes, the decision will be final and cannot be appealed.

### *10) When will announcements be made?*

Winner will be notified privately (and confidentially) by e-mail or phone by the beginning of April. A general announcement will be made at annual conference of the metabolomics society and then subsequently on the Metabolomics Society website and in MetaboNews.

### *11) I work in industry but am a metabolomics society member. Am I eligible?*

All society members are eligible for nomination for either award.

### *12) I am a director/ex officio director of the society. Can I be nominated?*

No. Current and ex –officio members of the BOD are not eligible for either award but ex-directors who are no longer serving may be nominated if they meet the selection criteria. Members of the early career network of the society are eligible to be nominated unless they are also serving on the board of directors at the time of nomination.

### *13) Can I win more than one medal?*

No applicant can be awarded any more than one Society Career medal in their career however, medal winners are still eligible for all other society awards (e.g. Fellowship).



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*14) I applied last year. Will my application be rolled over?*

No. Applications from previous years will not be “rolled over”. Nominees who are not successful in any one year will require re-nomination if they wish to try again in subsequent years.