



# Application for Chartered Membership

**For candidates via the Academic Route**

# Introduction

## Membership Number

## Version Number

On the back of your guidance notes there is a version number. Please state which version you used to complete this application form.

## Who do you report to?

## Who are you responsible for?

## Summary of your career

Please give a brief synopsis of your career up to the present time. This needs to fit inside 'visible' text box limit. This provides a useful context to help the assessor understand your role. It is not part of the assessment.

Career steps - Only include post-school experience.

Assessors want to see career progression. How did you get to the position you are in today?

## Your current job description

Briefly explain your current role and responsibilities. Include who reports to you and who you report to.

# Your competence report

**This part of your application will be assessed by a CIOB assessor.**

Using the following template, please demonstrate your competence in each of the sections. Refer to examples of your most recent achievements (last 3 years only).

In exceptional circumstances, you can go back 5 years. Permission from CIOB is required prior to submitting this application form.

**Remember to have your guidance notes to hand.**

**It has the information you need to create an excellent report.**

**It explains what the CIOB is looking for and the criteria you will be assessed against.**

# Section 1: Advancing & enhancing current best practice

## 1.1 Promoting industry engagement in education

**Mandatory section**

## 1.2 Applying current best practice to the design and/or delivery of the curriculum

## 1.3 Planning and undertaking continuous professional development in current industry best practice

## 1.4 Promoting ethical practice

## 1.5 Awareness of and promotion of innovation in construction



## 1.6 Promoting access to the professions, equality and diversity

# Section 2: Advancing & enhancing construction management knowledge

Optional section for readers/research fellows and teachers active in research

## 2.1 Planning and producing research outputs

## 2.2 Collaborating and applying research outputs in industry

## 2.3 Applying research outputs to learning and teaching

## 2.4 Understanding and applying ethics in research

# Section 3: Advancing learning & teaching

## 3.1 Communication (engaging stakeholders, the community, international partners)

For lecturers, course developers and designers  
lecturers, course developers and designers

### 3.2 Championing the needs/interests of students

### 3.3 Contributing towards or leading programme development



### 3.4 Contributing towards learning and teaching knowledge or practice

# Section 4: Vocational education & training

## 4.1 Developing professional competence

Optional section for NVQ Assessors  
and Verifiers.

## 4.2 Accommodating learning needs and learning styles

### 4.3 Promoting reflection

# 4.4 Promoting lifelong learning

# Section 5: Leadership and management

## 5.1 Leadership and strategic management/financial management

Optional section for Programme Leaders,  
Managers and Heads of Department

## 5.2 Developing people or teams

### 5.3 Managing quality/quality assurance processes



# 5.4 Managing information and knowledge transfer

# Section 6: Commitment to professionalism

## 6.1 Professional judgement and responsibility

**Mandatory section**

## 6.2 Commitment to abide by the rules and regulations of professional competence and conduct

### 6.3 Commitment to CPD

# Your 1 year forward: Personal development plan

Areas for Improvement	The benefit this will bring to you and your organisation

**This part demonstrates your compliance of rule 31 of the CIOB Bye-Laws.**



Thanks for applying