

# Quick Guide to...



## Fellow (Direct Entry and Upgrade Route)

Fellows will have significant senior experience as a civil engineering surveyor and will have demonstrated a contribution to the industry or to CICES that is over and above their everyday professional work.

### Attributes

Applications will be assessed against the attributes listed below.

- **Institution and current affairs** Demonstrates awareness and understanding of current industry related affairs and undertakes to play an active role in the institution. Demonstrates an active role in supporting, influencing or shaping strategic thinking.
- **Communication** Possesses the ability to communicate effectively both verbally and in writing, and to persuade and influence others to gain agreement with, and acceptance of, ideas. Shows ability to listen and develop own thinking to embrace ideas from others.
- **Dealing with change** Possesses a positive approach to the challenges of change. Sees change as an opportunity and strives to drive the process and engage others in support.
- **Leadership** The capacity to inspire and motivate others through skillful use of appropriate leadership style to suit the team and situation. Demands respect through merit and the ability to act as a role model.
- **Negotiation** Possesses the skills and ability to gain other's agreement to an acceptance of ideas or proposed actions.
- **People development** Possesses the ability to encourage others to develop new skills and enhance existing skills, and to achieve their potential.
- **Achieving results** Demonstrates high levels of drive and commitment and has a proven track record of achievement.
- **Business and customer awareness** Understands customer and business needs and expectations and works to establish long term relationships. Demonstrates 'global' thinking.
- **Equity, diversity and inclusion** Demonstrates leadership in supporting, influencing, and shaping the execution and development of equity, diversity and inclusion excellence. Actively promotes awareness and understanding of equity, diversity and inclusion and how these matters play a fundamental role in the institution, industry and society.
- **Sustainability** Demonstrates a clear understanding of the key principles and issues of sustainability within the civil engineering context. Possesses an understanding of sustainability policy, regulation and legislation and can demonstrate a knowledge of sustainability management and assessment tools.

### How to Apply

The Fellow application must include:

- Application or upgrade form signed by two current CICES Fellows as sponsors.
- Digital photograph.
- Principal sponsor's form.
- A detailed CV (1,500-2,000 words).
- Continuing professional development records for the last two years.
- Brief statements against each of the Fellow attributes (half a page to a page per attribute).

### Detailed CV

The detailed CV is an opportunity to demonstrate your knowledge, understanding, range of skills and experience on the basis of a whole career description. The CV should include colleges and universities attended, qualifications gained as well as a whole career description. This should include any periods not in employment or employed in non or semi-related fields. The CV is used during the application assessment to examine the applicant's experience against the Fellow attributes. In order to assist examiners, applicants are asked to highlight at least one reference against each attribute, covering 10-15% of the activities. The detailed CV for applications to Fellow should be 1,500-2,000 words long.

**Continuing professional development records**

A record of continuing professional development (CPD) undertaken in the last two years. The records may be submitted in any reasonable format including those required by other recognised professional bodies (guidance on how to put together suitable CPD records is also available on the CICES website). CPD covers a whole range of learning activities including new skills gained at work, workshops, seminars, training courses, reading and mentoring.

**Fellow review interview**

This is an informal interview with two or three examiners who will be CICES Fellows. Applicants are not expected to give a presentation, but will be expected to be able to engage in a broad ranging discussion about their work, the industry they are employed in and the contribution they make, and wish to make, to industry, CICES and society in general.

Applications should be submitted, with all requested documentation, electronically by logging into or creating an online account (top right of the CICES website) and heading to your 'Profile' page.