



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

Optional section for NVQ Assessors
and Verifiers.

4.1 Developing professional competence

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.



CIOB

The Chartered
Institute of Building

V3_June2023

Thanks for applying