



CHARTERED ENVIRONMENTALIST APPLICATION

CHARTERED ENVIRONMENTALIST

Being a Chartered Environmentalist is about having the professional knowledge, experience and commitment to apply sustainable thinking throughout your daily working life.

Chartered Environmentalists are drawn from no one profession. They work across industry, government, education and the public sector.

Registration sets Chartered Environmentalists apart from others working in their field. It establishes proven knowledge, experience and commitment to professional standards, and enhances career prospects

APPLY NOW

Use this form to apply to become an Society for the Environment registered Chartered Environmentalist with the Society of Operations Engineers.

BEFORE YOU APPLY

Before you apply it is important that you understand the current Society for the Environment requirements for becoming an Chartered Environmentalist and that you are confident you meet them. [See SocEnv CEnv Practise Direction.](#)

HOW TO APPLY

Follow the steps outlined in this application pack, complete the relevant sections and submit to registration@soe.org.uk.

HELP

Should you have any questions regarding your application please contact our Membership team by emailing registration@soe.org.uk or calling us on 020 7630 6666. For more information, please visit the SOE website www.soe.org.uk

FOR OFFICIAL USE ONLY

Membership number:	<input type="text"/>
Application fee received:	<input type="checkbox"/>
Section 1C verified:	<input type="checkbox"/>
Application form completed:	<input type="checkbox"/>
Career plan and CPD record supplied	<input type="checkbox"/>

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SECTION 1: ABOUT YOU

A. PERSONAL INFORMATION

SOE Membership number (if applicable):

Current Grade (if applicable):

Title: Mr Mrs Ms Miss Other

Gender: Male Female

Family name:

Forename(s):

Address:

Postcode:

Home Telephone:

Mobile Telephone:

Email (personal):

Date of Birth:

LinkedIn profile link (if available):

B. EMPLOYMENT

Name of Employer:

Department:

Position Held:

Commencement Date:

Work Address:

Work Telephone:

Email (work):

Company Website:

C. EDUCATION & FORMAL QUALIFICATIONS

Please give details of all academic qualifications including award title, institution and course attendance dates.

Awarding Education Institution:

Title of Award:

Subject:

FOR OFFICE USE ONLY:

International Agreement

Further Learning Approval (Date)

Awarding Education Institution:

Title of Award:

Subject:

FOR OFFICE USE ONLY:

International Agreement

Further Learning Approval (Date)

Awarding Education Institution:

Title of Award:

Subject:

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International Agreement

Further Learning Approval (Date)

Awarding Education Institution:

Title of Award:

Subject:

FOR OFFICE USE ONLY:

International Agreement

Further Learning Approval (Date)

SECTION 2: TRAINING AND EXPERIENCE STATEMENT

Provide a summary of your engineering work including for each employment, to include the name and location of your employer, the period of employment, your job title(s) and a brief description of your role, responsibilities and key achievements in each position.

The assessors will attempt to deduce the Masters level working equivalence from the detail contained in this section, paying particular attention to the last 4-5 years of employment if sufficient detail is not included a separate formal 'masters equivalence report' will be requested.

SECTION 3: PERSONAL COMPETENCE STATEMENTS

Chartered Environmentalist must be professionally competent throughout their careers, with regards to their education, training and experience. Registration with Society for the Environment requires candidates to demonstrate competence and commitment to engineering, continued professional development and the obligation to act with integrity and in the public interest. The Society for the Environment specifies these requirements through a set of key competencies. Refer to the Society for the Environment website for more information www.socenv.org.uk/cenv/competences.

This section of the form outlines each competence and provides examples of activities that could demonstrate achievement of the requirements. Describe in approximately 250 words your involvement and understanding of each of the competencies. The statements need to be written in the first person (i.e. using the word "I"). Illustrate by example how the competence was attained.

A. Application of knowledge and understanding of the environment to further the aims of sustainability.

A1. Have underpinning knowledge of sustainable development principles in the management of the environment.

Explain what sustainability is with regards to the environment; give definitions and how these definitions apply to your field of work.

This normally includes the ability to:

- Critically analyse, interpret and evaluate complex environmental information to determine sustainable courses of action
- Understand the wider environmental context in which the area of study or work is being undertaken
- Understand the importance of maintaining and enhancing natural cycles and biodiversity in achieving sustainability
- Reformulate and use practical, conceptual or technological understanding of environmental management to develop ways forward in complex situations

A2. Apply environmental knowledge and principles in pursuit of sustainable development and environmental management in professional practise

Typically this answer should be fairly lengthy; this should be details from an applicant's project.

This normally includes the ability to:

- Conceptualise and address problematic situations that involve many interacting environmental factors
- Determine and use appropriate methodologies and approaches – e.g. the impact of a Flood Risk Assessment (FRA)
- Critically evaluate actions, methods and results and their short and long-term implications e.g. the impact and role of ecology and biodiversity in relation to new development/construction.
- Actively learn from results to improve environmental solutions and approaches, and build best practice
- Negotiate the necessary contractual and agreed arrangements with other stakeholders

A3. Analyse and evaluate problems from an environmental perspective, develop practical sustainable solutions and anticipate environmental trends to develop practical solutions

Here we are looking for examples of where the applicant has 'thought outside the box' looked beyond standardised rules and developed new theories and or looked for trends; again we would want specific examples.

This normally includes the ability to:

- Analyse and evaluate problems, some complex, from an environmental perspective working sometimes with incomplete data
- Demonstrate self-direction and originality in tackling and addressing problems
- Demonstrate a critical awareness of current environmental problems and anticipate the impact of future environmental trends
- Critically analyse and embrace new environmental information and seek new knowledge, skills and competencies in the field of environment, based on the most recent scientific, social, economic, cultural and technical developments and understanding

B. Leading Sustainable Management of the Environment

B1. Promote behavioural and cultural change by influencing others in order to secure environmental improvements that go beyond minimum statutory requirements

Here we are looking for examples of how the applicant had influenced change, refreshing and reviewing procedures, looking to constantly improve the environment or reduce the negative the effect caused.

- Develop good practices, design – apply – monitor – refine, (best practice) by actively learning from results to improve future environmental solutions and approaches
- To provide leadership by mentoring and support others to understand the wider environmental picture
- Advocate sustainability concerns and environmental issues, encourage others to actively contribute to environmental protection and sustainability. Evidence of any papers written on issues of sustainable development would be good evidence.

B2. Promote a strategic environmental approach

This normally includes the ability to:

- Referring to a project in strategical terms.
- Demonstrate self-direction and originality in developing strategies for sustainable development and environmental improvement
- Actively collaborate and engage with other disciplines and stakeholders and encourage multi and inter-disciplinary approaches to environmental changes
- Identify constraints and exploit opportunities for the development and transfer of environmentally appropriate technology.
- Identify areas of uncertainty and risk including health and safety, environmental, technical, business and reputation

B3. Demonstrate leadership and management skills

Here we are looking for explanations of both leadership skills and management skills and candidates personal examples of both.

This normally includes the ability to:

- Exercise broad autonomy and judgement across environmental and sustainability issues
- Motivate and influence others to agree and deliver environmental objectives
- Identify individual needs, plan for their development, assess individual performance and provide feedback
- Reflect on outcomes, identify and pursue improvements on previous practice

C. Effective Communication and Interpersonal skills

C1. Communicate the environmental case, confidently, clearly, autonomously and competently

This normally includes the ability to:

- Deliver presentations to a wide selection of audiences
- Lead and sustain debates
- Contribute to and chair meetings and discussions
- Identify, engage with and respond to a range of stakeholders (experience/examples)

C2. Ability to liaise with, negotiate with, handle conflict and advise others, in individual and/or group environments (either as a leader or member)

Typically we would expect examples of problems and how they are overcome, examples of reports, contracts, pitches or ideas. We would also like to see how ideas have been amended, showing development and change.

This normally includes the ability to:

- Understand the motives and attitudes of others and be aware of different roles
- Influence decision-making
- Seek the opinions and contributions of others
- Promote development opportunities and activities
- Champion group decisions and manage conflict for the achievement of common goals and objectives

D. Personal commitment to professional standards, recognising obligations to society, the profession and the environment**D1. Encourage others to promote and advance a sustainable and resilient approach by understanding their responsibility for environmental damage and improvement**

This normally includes the ability to:

- Inform and encourage others to consider environmental sustainability issues and the consequence of their decisions and actions.

D2. Take responsibility for personal development and work towards and secure change and improvements for a sustainable future

We would require titles, dates and outcomes of CPD already taken plus a plan of future CPD. We would also want to see the value of CPD logged. To view the SOE CPD Policy visit www.soe.org.uk/career-development/training-and-cpd/engineering-cpd-and-professional-development-record.

NB: Candidates should submit their career plan and CPD record in addition to this application form

This normally includes the ability to:

- Recognise the value of CPD to the profession
- Have a strong desire to learn
- Value and actively pursue personal professional development

D3. Demonstrate an understanding of environmental ethical dilemmas

Evidence of a strategical approach a problem, weighing up pros and cons of an environmental argument. There might not be a perfect solution but we want to see a thought process.

This normally includes the ability to:

- Understand the nature of professional responsibility
- Identify the environmental ethical elements in decisions
- Address and resolve problems arising from questionable environmental practice

D4. Comply with relevant codes of conduct and practice

Example of how you comply to SOE Code of Conduct and SocEnv's Code of Ethics.

SECTION 4: PERSONAL COMMITMENT

The Society of Operations Engineers Code of Professional Conduct can be viewed via the SOE website www.soe.org.uk/join-soe/code-of-professional-conduct/. The Society for the Environment Code of Ethics can be viewed via their website www.socenv.org.uk/cenv/code-of-ethics. Submitting the completed application form acts as confirmation of your agreement to adhere to the codes. Please indicate your acceptance using the declaration below.

Declaration and Data Protection: I have read the Society of Operations Engineers Code of Professional Conduct and the Society for the Environment Code of Ethics and declare that I will adhere to the codes and will endeavour to uphold these principles. I also confirm I understand that the information contained in this form will be processed in accordance with the data protection principles enshrined in the 1998 Data Protection Act. I also understand that details pertinent to my application and professional registration will be held on computer in terms of the Data Protection Act 1998.

Name:

Date:

SECTION 5: SPONSORS

Your application must be supported by two sponsors. The sponsors could be your line manager, a registered professional or a senior professional engineer. If you have problems finding suitable sponsors, please contact SOE. The sponsors may be contacted by SOE for verbal confirmation of their support.

“I support this application for Chartered Environmentalist status. I confirm this candidate is known to me”

Sponsor 1

Title: Mr Mrs Ms Miss Other

Family name:

Forename(s):

Company:

Job title:

Address:

Email:

Phone:

Engineering Council and / or SocEnv Registration # (if applicable)

Sponsor 2

Title: Mr Mrs Ms Miss Other

Family name:

Forename(s):

Company:

Job title:

Address:

Email:

Phone:

Engineering Council and / or SocEnv Registration # (if applicable)

SECTION 6: CHECKLIST AND SUBMISSION

Below is a checklist of all documentation required for attachment and submission of your application. Please complete this list prior to submission and ensure you keep copies of all documents you submit.

- Application form completed
- Academic qualification evidence (certificates, transcripts etc.) attached and verified by two persons as true copies of the originals. The persons must be either a member of the SOE, registered with the Engineering Council and/or registered with the Society for the Environment or, alternatively an HR or senior manager at your place of work.
- Organisational chart clearly identifying your position and role
- SOE Continuing Professional Development (CPD) Policy has been read and CPD records completed and additionally included with this application form. Please contact SOE for a copy of the CPD Policy or visit www.soe.org.uk/career-development/training-and-cpd/engineering-cpd-and-professional-development-record.
- Career Development Plan identifying how you aspire to develop and progress in the future as a registered Chartered Environmentalist

Once this form and the checklist above are complete, please save the form and email it to registration@soe.org.uk along with all documentation required.

SECTION 7: WHAT HAPPENS NEXT

1. THE ASSESSMENT PROCESS

Candidates will have their eligibility and occupational competence assessed prior to interview. It is critical that submissions address the requirements adequately in all of the assessed areas. The purpose of the interview is to seek clarification where required and to confirm that the candidate meets the requirements defined by the Society of Operations Engineers and the Society of the Environment.

In addition to the submitted material, candidates are required to prepare a short presentation. This presentation, along with the submitted material forms part of the review. The presentation should address 'commitment to professionalism' and the candidates 'case' for registration with the Society for the Environment. It could include an insight as to how such registration of the Society for the Environment is likely to assist in future development.

The purpose of the presentation is to allow the candidate the opportunity to begin the review on their own terms. It gives the candidate some control over the early stages of the review and reduces the likelihood of a confidence-sapping difficult first question. Examples of some issues which might be covered in the presentation include:

- Review of past development and learning and overview of future professional development, to their work relating to sustainability.
- Short description of a project that required the candidate to implement their knowledge relating to sustainability.
- Analysis of a topical issue by reference to the candidate's experience in this area
- A review of recent learning by the candidate and an explanation of its benefit to their job role
- Example(s) of the candidate's role in assisting with the CPD of others and a description of the business benefits obtained.

Where the presentation is based upon material already provided in the report candidates should ensure that the presentation shows greater breadth and depth. Candidates are advised to rehearse presentations to ensure they will not exceed the 10 minute limit.

2. THE INTERVIEW STRUCTURE

a) PRE-INTERVIEW ARRANGEMENTS

On successful completion of pre-assessment candidates will be contacted and offered a suggested date and time for interview. Candidates can elect to reject unsuitable dates at this time and await further contact. Having accepted a date and time candidates should only cancel if absolutely necessary.

Candidates may be contacted during pre-assessment for further information or clarification. Candidates who are unsuccessful in pre-assessment will receive written notification confirming the reason for referral and suggesting appropriate remedial action.

b) DURING THE INTERVIEW

Candidates should arrive at the interview venue a minimum of 15 minutes prior to scheduled interview time.

The interview panel will consist of a minimum of two and maximum of three members. From time to time an observer may be present. They will not engage in the interview process and a candidate has the right to object to their presence.

A panel member will welcome candidates and lead them into the interview room at the appointed time. After introductions the panel chair will read a short statement, setting out the purpose of the interview and will then invite the candidate to give their presentation.

c) AFTER THE INTERVIEW

The interviewers will complete their report, which will then be presented to the Membership and Professional Standards Committee for consideration and who will make the final decision on whether to confirm the interviewers' recommendation. You will then be informed of the outcome via email as soon as practicable.

If successful, Society for the Environment will be informed of your application and will issue you with a welcome pack, including a registration certificate, and you will formally be able to use your new post nominal letters. If you have not received your welcome pack within four weeks of notification, please contact us.

If unsuccessful, we will write to you and explain the reason for this decision, including any recommendations and advice from the PRI interviewers. You will be guided on how to resubmit your application at a later date.

The SOE has an appeals process where candidates who are not satisfied with the outcome may appeal. More information can be obtained from SOE on request.