

# Sustainability Special Interest Group – Committee Member

## Volunteer Role Descriptor

### 1. Introduction

IChemE's global network of member community groups are central to delivering its vision of advancing chemical engineering's contribution worldwide for the benefit of society.

IChemE member community group activities are devised and delivered by members.

Member groups (MGs), special interest groups (SIGs), and early careers groups (ECGs) create globally accessible output, local activities, and networking opportunities.

The Sustainability SIG (SSIG) has a key role to deliver the IChemE's vision of "Engineering in a Sustainable World".

Chemical engineers have a fundamental and distinctive role in driving sustainable development that is built upon two interconnected set of skills:

- The application of systems thinking to solve problems that consider a system in its entirety.
- Innovation in skills and technologies to understand and develop processes by harnessing microscopic physical and chemical phenomena.

To achieve this the SSIG is seeking volunteers to join its committee to participate in a range of activities as detailed below.

### 2. What you will be doing

The Sustainability SIG has a programme of work that is consistent with the virtual nature of the Interest Group. The SSIG has several groups to deliver the programme of the SIG:

- SIG Officers (Chair, Vice-Chair, Secretary, Treasurer / Annual Plan Officer)
- Remit team – to continually review the remit of what sustainability means to chemical engineers
- Webinars – An active programme of webinars to be delivered during the year
- Website – Maintain the SSIG website on the IChemE site
- Social Media – to engage with the community via different routes on the social networks
- Medals & Awards – To administer the Macnab-Lacey Student Prize and support IChemE for the assessment of other awards and prizes
- Metrics / CPD / Emerging technologies – to review these areas that are relevant for the SSIG
- Member Surveys – To develop and review surveys conducted by SSIG
- Interaction with external groups – The committee of the SSIG have a number of representatives on other groups

Roles to lead some of these task groups are still open, and participation in activities is open to all committee members.

### 3. About you

For this role you are required to:

- be a member of IChemE
- have an interest in the application of sustainability in any sector relevant to chemical engineers

The SSIG is virtual and therefore membership is open to for members from any part of the world. We also have a wide cross-section from industry and academia and wish to continue to seek volunteers from all sectors.

All aspects of sustainability are relevant, for example (but limited to) energy, circular economy, materials, water, societal implications related to chemical engineering.

#### 4. How you will benefit

There are many benefits to this volunteering role, including:

- personal satisfaction that your contribution helps to support a global network of chemical engineers
- extensive networking opportunities
- enhancement of your own CPD for longer term career development and demonstration of professionalism in a wider context than your own specific job role/professional interests.

#### 5. Time commitment

It is estimated volunteers will spend 4-8 hours per month for this role. You will be expected to:

- endeavour to attend all meetings, or send apologies for absence
- provide comments on papers where you are unable to attend
- prepare for the meeting by reading the agenda, papers, and any emails before the meeting
- share ideas and views
- take ownership and accountability for the fulfilment of assigned tasks
- participate in the planning and delivery of an annual programme of activities supporting IChemE's strategy

Committee meetings are held virtually once per quarter

#### 6. Period of appointment

SIG Committee volunteers can stay in their roles for up to three years. Reappointment is possible for a second term of up to three years. A maximum of six years can be served in one position.

#### 7. How to apply & appointment method

Please apply using the "apply now" button on this advert on the website. Please include a short supporting statement outlining your interest in and suitability for this volunteer role.

The project leads may invite you for a chat to help them understand how best you might contribute to the project.

#### 8. Induction & training

New volunteers are required to complete GDPR training, provided by IChemE, and attend a short on-boarding session.

Volunteers are encouraged to take the module in Sustainability Hub “A Circular Economy for Chemical Engineers”, to support their understanding of the aims of the project. The training is available free of charge to members on the Sustainability Hub – please contact [membersupport@icheme.org](mailto:membersupport@icheme.org) to obtain the relevant code.

## 9. Further information

### Expenses for the activities:

No significant expenses are expected to be incurred. IChemE Expense policy for members and volunteers outlines what costs can be recovered whilst undertaking volunteer activities on behalf of member groups.

|                                |                                      |
|--------------------------------|--------------------------------------|
| Is the role location specific? | No – meetings will be held virtually |
| Number of roles available      | Up to 5                              |
| Closing date                   | 2 May 2025                           |

For further information please contact [volunteer@icheme.org](mailto:volunteer@icheme.org)

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