

# Education Subcommittee VAP Supporting Member

## Volunteer Role Descriptor

### 1. Introduction

The Education Subcommittee ('**EdSub**') operates under the guise of the Membership & Qualifications Committee ('**MQC**') for oversight of IChemE's definition and assessment of underpinning knowledge and understanding required to meet the standard for professionally qualified membership of the Institution, and professional registration.

#### The Supporting Reviewer

The Supporting Reviewer will support the EdSub in its ratification of accreditation of university programmes, through participation in Virtual Election Panels (VAPS). The Supporting Reviewer is not a member of EdSub and is not usually required to attend committee meetings.

### 2. What you will be doing

- participate in VAPs meetings to review and validate the output from accreditation visits
- prior to the meeting, review the reports and material submitted by the accreditation team and submit any questions or concerns requiring clarification from the lead assessor
- Attend the VAP meeting and contribute to discussions regarding accreditation recommendations alongside the VAP Chair and VAP panel Member
- Raise and articulate any concerns regarding the proposed accreditation decision, and engage in constructive dialogue with the Lead Assessor as needed

### 3. About you

- Chartered Members or Fellows\* of IChemE, who hold CEng registration
- Looking to progress to join EdSub when vacancies appear
- Participated in at least 3 Accreditation visits in the last 5 years
- \*Fellows must be Chartered Chemical Engineers or Professional Process Safety Engineers

All VAP members, other than IChemE employees, are volunteers of the Institution and are expected to adhere to the [Volunteer Conduct Principles](#) and must have regard to the policies and procedures set out in the [Volunteer Handbook](#).

Note that we are seeking a balance of academic and industrialist committee members.

### 4. How you will benefit

There are many benefits to volunteering in the EdSub Supporting Reviewer role, including:

- opportunity to support current EdSub members
- help to maintain the accreditation of chemical engineering programmes
- volunteering contributes to your continuing professional development (CPD)
- exposure to technical developments that may be outside of your own experience
- exposure to academic courses that may be outside of your knowledge and remit
- provides extensive networking opportunities
- receive deeper insight into the accreditation processes of IChemE

## 5. Time commitment

The role will require you to attend one to four VAP panels a year but you may be asked to attend more depending on the number of visits that take place in the year. The meetings are held virtually and shall be scheduled to facilitate the attendance of the VAP Chair, VAP members and Lead Assessor. The VAP Coordinator will contact you in advance to confirm your availability.

## 6. Period of appointment

The Term will normally be **three years** and may be renewed for a further term.

## 7. How to apply & appointment method

Please apply using the “apply now” button on this advert on the website. Please include a CV and a supporting statement highlighting your interest in and suitability for the role.

## 8. Induction & training

No additional training will be required.

Other standard volunteer training, eg GDPR training, will be required.

## 9. Further information

### Expenses for the activities:

There are no expected expenses for this role.

Is the role location specific?	No
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For further information please contact [volunteer@icheme.org](mailto:volunteer@icheme.org)

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