

University Accreditation Assessor

Volunteer Role Descriptor

1. Introduction

Do you want to play a vital role in shaping the future of chemical engineering education worldwide?

As an IChemE University Accreditation Assessor, you will help set and maintain the high standards that underpin the profession, ensuring that degree programmes prepare graduates to thrive and progress on the journey to becoming Chartered Chemical Engineers and Chartered Engineers.

This role is open to both academics and industrialists who are Chartered Members or Fellows of IChemE. Whether you bring deep expertise from industry or insight from academia, your experience will help strengthen the bridge between education and professional practice.

Accreditation visits take place in the UK, and across Europe, Australasia and Asia, reflecting IChemE's international reach. We therefore seek assessors who can support visits within their own region, helping us to ensure local coverage while maintaining international consistency in accreditation standards.

By volunteering, you will make a meaningful contribution to the profession while benefiting personally: the role supports your continuing professional development (CPD), broadens your exposure to innovative teaching methods and emerging technical areas and connects you with peers across the globe who share your commitment to engineering excellence.

2. What you will be doing

- Conduct 1–2 accreditation visits per year, usually lasting two days plus travel
- Assess degree programmes against IChemE/Engineering Council standards
- Work as part of a team of assessors, engaging with academics and students
- Provide constructive feedback that supports continuous improvement in university programmes.
- Contribute to upholding IChemE's reputation as a global leader in professional qualifications

Once you have participated in three or more assessment visits, you may progress to training as a Lead Assessor. This role involves leading accreditation visits, drafting the final report, responding to VAP (Virtual Accreditation Panel) questions, and attending the VAP meeting.

Assessors are required to abide by IChemE's '[Code of Conduct for Assessors](#)'. Any confidential information provided by the Department will not be disclosed or used for commercial gain. Assessors are encouraged to help disseminate good practice and encourage new approaches to teaching and learning.

3. About you

Our current vacancies are for IChemE Chartered Chemical Engineers at Member or Fellow grade, with CEng registration.

In addition to the appropriate knowledge and experience, it is desirable that academic assessors have experience in one or more of the following:

- External examining
- Course leader / programme director position or with a leading role in course management or design
- Members of institutional validation and/or review committees
- UK Quality Assurance Agency (or its equivalent in other nations) auditing

It is desirable that industrialist assessors have the appropriate knowledge, and experience of the Higher Education sector.

Recruitment to the assessor pool will aim to maintain a diverse group of assessors with an appropriate balance of geographical location and experience: this includes the ability to address the accreditation of Professional Process Safety Engineer and EngTech programmes.

4. How you will benefit

There are many benefits to volunteering as a University Accreditation Assessor, including:

- An opportunity to support global early career engineers in their journey to becoming chartered
- Maintain the global standards of chemical engineering profession and IChemE
- Volunteering contributes to your Continuing Professional Development
- Exposure to technical developments that may be outside of your own experience
- Exposure to academic courses that may be outside your knowledge and remit

Expenses for the activities:

All reasonable expenses for travel, subsistence and accommodation for physical visits are covered.

5. Time commitment

Assessors typically participate in 1-2 visits per year. For each accreditation they should study all documents provided by the University prior to conducting a visit, which may take up to 10 hours.

Typically, physical accreditation visits last for two days, a virtual visit can take a similar amount of time spread over a longer period. A virtual meeting of the assessors will normally take place in advance of the visit.

Depending on the location, assessors are expected to be able to travel locally or potentially abroad (we aim to minimise international travel and will only request it where it is necessary to support the accreditation process).

Throughout the accreditation process, when requested, assessors may need to be available to assist with queries via emails or attend meetings virtually or in-person.

6. Period of appointment

University assessors are asked to commit to a minimum of three years in the role, while recognising that any support provided in this voluntary capacity is appreciated.

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 volunteering team will be in contact with further information.

8. Induction and training

Induction training is provided, including a post-training assessment to support and confirm your competence in the role. All assessors are required to undertake a refresher training every 3 years, and other relevant training when required. Lead Assessors are also required to undertake additional training on VAP meetings.

9. Further information

Area of interest that relates to the role (delete as appropriate):	<ul style="list-style-type: none"> education special interest group professional development membership higher education publications
Total number of volunteer vacancies for this role:	10
If you require any further information, please contact accreditation@icheme.org .	

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