

Volunteering for the IET



Inspire Motivate Support

theiet.org/volunteers

Give
1 day

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Give up
to 3 days

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Give up
to 5 days

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to 10 days

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Introduction

Here at the IET, we **inspire, inform** and **influence** the global engineering community to engineer a better world.

You too can play a part in all of this by **stepping forward** as a volunteer.

Volunteering can be life-changing – an unbeatable opportunity to apply your skills and experience to make a profound impact on our community and the wider world.

It doesn't matter whether you volunteer with us for a few hours, days or weeks a year. What really counts is taking part.

Visit theiet.org/volunteers for further inspiration.

Spread the word about the industry you **love**

By providing your application form you understand and consent to the information provided on this form being processed by the IET for its sole use and that of its associated organisations for the purpose of promoting, delivering and improving your experience of the IET and its products and services. For further information visit theiet.org/privacy.

You'll be surprised what you can achieve in 1 day

Education Ambassador STEM Engagement

Here's what you'll be doing

You can get involved in a variety of school enrichment projects – anything from our Faraday Challenge Days to FIRST® LEGO® League. You can also work with our education partners and local projects funded by the IET.

Here's how much time you'll need

You'll need at least one day a year for this type of volunteer activity, plus training.

Strategic Engagement & Partnerships

Getting involved with IET submissions to UK Government

Here's what you'll be doing

Provide expert comment on key issues and help the IET respond to matters of policy, usually by email.

Here's how much time you'll need

You'll need to contribute at least a day of your time, during the course of a year – it could be more, depending on the volume of submissions and your area of expertise.

Peer-review for IET Journals

Article review

Here's what you'll be doing

Your mission will be to review papers submitted to our research journals.

We have a portfolio of world-class journals covering a mind-boggling range of engineering topics – there's everything from biometrics to communications, computer vision, information security, renewable power and much, much more.

And last, but certainly not least, you may also review submissions to our fabulous open-access publication: *The Journal of Engineering*.

Here's how much time you'll need

How much time you'll need to spend on reviewing articles will vary and, of course, will depend on your availability. But you can expect to spend at least a day on this activity during the course of a year.

To find out more
about these roles,
please email
volunteer@theiet.org

"What I enjoy most about volunteering for the IET is the opportunity to give something back to the community and help others. A university can teach you all the calculations, but not the most important skills, like communication, teamwork, problem solving and leadership."

Risto Kotevski, New South Wales Network



3 days can transform a career

Accreditation

Approved Apprenticeship Assessor

Here's what you'll be doing

You'll be mapping the UK Standard for Professional Engineering Competence (UK-SPEC) and the standard for Information and Communications Technology Technicians (ICT *Tech*) to formal competence-based qualifications delivered as part of an apprenticeship. You'll also be part of an online forum discussion to approve Company and Learning Provider Apprenticeships.

Here's how much time you'll need

In this role, you'll be expected to attend two full-day mapping meetings a year.

Accreditation Assessor

Here's what you'll be doing

You'll be visiting engineering organisations to assess the professional development schemes supporting staff who are working towards professional registration.

Here's how much time you'll need

As an assessor, each year you can expect to spend at least two full days on company visits and you'll do at least a day's training.

Registration

Interviewer

Here's what you'll be doing

You'll be doing professional registration interviews.

Here's how much time you'll need

How much time you'll need will depend on demand and your own availability – there will be some traveling involved.

Moderator

Here's what you'll be doing

You'll be responsible for checking the quality of completed assessments.

Here's how much time you'll need

It's impossible to say how much time you'll need, because this will depend on your area of expertise and the volume of applications... but you will be able to work from home. You'll also have training workshops to attend.

Publishing

IET Standards – Consultation participant

Here's what you'll be doing

Your job will involve reviewing draft IET Standards documents at the industry consultation stage. You'll provide feedback to the working group and to the technical authors or committee via our online consultation system.

You'll represent the view of a particular institute and/or group of stakeholders. You'll also help promote and disseminate the standard, and help gain its acceptance.

Here's how much time you'll need

The amount of time you'll need to spend on these various activities will depend on the size of the project you're working on. In all likelihood it will take up to three days a year.

Volunteer Support Working Party

Working Party Participants

Here's what you'll be doing

Your expert input will help to guide the development of effective volunteer support and resources.

Time required

You'll attend three meetings a year in London, but in between you'll be working virtually.

To find out more
about these roles,
please email
volunteer@theiet.org

"I find volunteering very enjoyable. It is a large part of my life and it is satisfying knowing that volunteer work helps others."

Suzanne Flynn CEng FIET | Consultant |
IET Fellow and Registration Assessor
& Interviewer



5 days you'll remember for years

Accreditation

Academic Accreditor

Here's what you'll be doing

You'll be visiting higher education institutions (HEIs) to investigate or assess the suitability of their degree programmes.

Here's how much time you'll need

You'll have at least a couple of two-day visits to HEIs each year – you'll also need to set aside a day for preparation and a day for training.

On Campus

IET On Campus Facilitator

Here's what you'll be doing

Your job will be to promote links between the university and the IET Local Network and/or Young Professional group. You'll also need to nurture a good relationship with the IET On Campus student group and offer support and encouragement with their activities.

Here's how much time you'll need

As an IET On Campus facilitator, you can expect to spend around five hours a month on your volunteer activities.

Governance

Council Member

Here's what you'll be doing

Council members sit on the three Main Boards (Knowledge Services and Solutions Board, Membership and Professional Development Board, Volunteer Engagement Board) with responsibility for the respective Boards portfolios of activities and implementation of strategy. Elected and appointed positions.

Here's how much time you'll need

You'll serve as a Council Member for three years. Each year you'll have three meetings and lots of discussions in between.

Professional Development

CPD Advisor

Here's what you'll be doing

You'll provide brief, written feedback on members' Continuing Professional Development (CPD) records.

Here's how much time you'll need

It's hard to give a precise figure, but each year you'll typically spend up to 30 hours giving feedback over a period of two to three months. You'll also have to set aside up to two days for training or meetings.

Mentor

Here's what you'll be doing

You'll guide and encourage members who want to achieve professional registration.

Here's how much time you'll need

As a mentor, you'll work with your mentees as and when they contact you – with regular (monthly or quarterly) meetings as they work towards registration.

To find out more about these roles,
please email volunteer@theiet.org

"I absolutely love the opportunities volunteering gives – to talk about engineering and engage with truly amazing people."

Yewande Akinola CEng MIET, Trustee



Publishing

IET Standards – Technical Committee Member

Here's what you'll be doing

You'll get actively involved in discussing the proposed work and developing the draft document. You'll also:

- Attend scoping, drafting and review meetings where possible
- Represent the view of a particular institute and/or group of stakeholders
- Read and comment on drafts of the scope and document as it develops
- Engage other stakeholders as appropriate
- Help disseminate, promote and gain acceptance of the standard.

Here's how much time you'll need

The time you'll need for these activities will vary on the size of the project, but it's likely to be around five to six days a year.

Registration

Industry Representative

Here's what you'll be doing

You'll be responsible for promoting the IET in your company and helping candidates who are applying for registration.

Here's how much time you'll need

This role comes with a fixed, three-year term. You'll work both independently and with employers nearby (where appropriate). You'll also attend training and courses, as needed.

Technical Report Interviewer/Assessor (some knowledge of international qualifications desirable)

Here's what you'll be doing

Your job will be to assess technical reports for registration purposes.

Here's how much time you'll need

The time you spend on these activities will depend on the volume of applications covering your area of expertise. You'll attend training and workshops, as needed.



Strategic Engagement and Partnerships

Committee Member

Here's what you'll be doing

Provide strategic advice to Government, respond to consultations, deliver thought leadership and develop position statements as a member of one of ten IET Policy Panels, or provide thought leadership for practitioners working within a sector, as well as advice to industry, as a member of one of six Sector Executive Committees.

Here's how much time you'll need

You'll attend four half-day meetings a year, and you'll also occasionally take part in conference calls and email communications.

To find out more about these roles, please email volunteer@theiet.org

"I always want to give back to my professional community. The IET's mission – to inspire, inform and influence – resonates with me"

Mr Satish Masilamani, MIET,
Chairman – Young Professionals Section,
IET Bangalore Local Network



10 days could change lives forever

Communities

Local Network Volunteer

Here's what you'll be doing

In this role, you'll join a team of volunteers delivering a programme of activities in your local area, to connect with IET members and the general public. You'll also provide networking opportunities for engineers at physical meetings and online.

Here's how much time you'll need

You'll attend six or seven meetings a year. You'll also need to set aside time to help deliver the Local Network activities.

Technical and Professional Network Executive Member

Here's what you'll be doing

As part of a team of technical experts, you'll help develop and deliver a programme of activities specific to an area within engineering and technology. And that's not all, because you'll also provide high-level technical content, support the IET's knowledge portfolio and offer the community networking opportunities.

Here's how much time you'll need

You'll be expected to attend two or three meetings over the year as well as helping run activities and contributing online content.

Fellowship

Fellowship Assessor

Here's what you'll be doing

Your job will be to assess potential applicants for Fellowship, so ideally you'll need to have been a Fellow for at least three years.

Here's how much time you'll need

The amount of time you'll need for this volunteer activity will vary in line with the volume of applications and your area of expertise, but as a general rule, you'll have around two cases a month. You'll also need to attend training and workshops, as needed.

Interviewer

Here's what you'll be doing

Your role will be to interview potential Fellows – so you'll need to have been a Fellow for at least three years.

Here's how much time you'll need

The amount of time you'll need to spend interviewing will depend on the volume of applications and your area of expertise – there will be some travel involved.



Trustee

Fellowship Assessor

Here's what you'll be doing

As a Trustee, you'll be responsible for making sure that we comply with our obligations as a charity. You'll also help set our strategy. A Trustee is an elected position, subject to a ballot by our members.

Here's how much time you'll need

You'll attend meetings every two months, with work in between to make sure you fully understand the issues being considered. You'll also serve on subsidiary committees. Terms of office vary: President – one year; Deputy President – two years; Vice President – three years; Ordinary Member – three years.

"You get far more out of your IET membership if you devote some time and energy into volunteering."

Dr Colin Arthur MIET | R&D Operating Manager | Keysight Technologies | Trustee and Honorary Treasurer.



Publishing

Publishing IET Standards – Technical Author

As a Technical Author, you will:

- attend all scoping, drafting and review meetings
- draft and edit the work during the development process and work with us to resolve any comments received from reviewers and committee members
- help disseminate, promote and gain acceptance of the standard.

Here's how much time you'll need

The amount of time you'll need will depend on the size of the project you're working on, but it's likely to be between 10 and 20 days a year.

Registration

Assessor

Here's what you'll be doing

Your job will be to evaluate applications for professional registration.

Here's how much time you'll need

You can work from home and the amount of time you'll need will vary in line with the volume of applications and your area of expertise. You'll also attend training workshops, as needed.

Professional Registration Advisor

Here's what you'll be doing

You'll provide support to professional and Fellow applicants.

Here's how much time you'll need

You'll hold this post for a three year fixed term, and will spend time on volunteer activities as and when needed.

Registrar

Here's what you'll be doing

As a Registrar, you'll make the final decision on registration applications.

Here's how much time you'll need

The amount of time you'll spend on registrar activities will depend on the volume of applications and your area of expertise. It's likely to involve up to 10 days' work a year, subject to your availability.



Education Officer

Here's what you'll be doing

This role will give you a chance to share your enthusiasm for engineering with young people. You'll attend careers fairs, science fairs and other events to spread the word about how amazing a career in engineering can be. To do the job well, you must have good communication skills and be passionate about our profession.

Here's how much time you'll need

The amount of time you'll need to commit will vary, but you can count on being active in March (leading up to and during National Science Week) and in the summer term (when many activity days and science festivals take place). Most activities happen during school hours.

To find out more
about these roles,
please email
volunteer@theiet.org

"The best bit about
volunteering is
knowing I've made
an impact"

Joseph Murray, MEng MIET,
Education Officer



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