

Volunteering role	Fellowship Advisor
Role synopsis and primary focus	You'll be advising individuals seeking IET Fellowship, in accordance with standard procedures.
Person requirements	You'll need to be an IET Fellow.
What you can gain from this role	<ul style="list-style-type: none"> ▪ Obtain recognition from your peers that you are at the forefront of engineering and technology. ▪ Opportunities to influence the profession, government and society, and push through changes in policy or strategy that will improve the engineering and technology profession. ▪ Be part of a community of professionals, giving back to the engineering community. ▪ Further develop your teamwork, communication and leadership skills. ▪ Learn new skills and techniques from other professionals. ▪ Volunteering contributes towards your CPD and can be logged as part of your CPD activities.
Main duties and responsibilities	<p>The primary responsibility of a Fellowship Advisor is to provide advice and guidance to individuals seeking IET Fellowship.</p> <p>The role of the Fellowship Advisor includes:</p> <ul style="list-style-type: none"> ▪ Advising applicants working towards IET Fellowship. ▪ Advising applicants applying for IET Fellowship. ▪ Advising applicants who have been requested to provide additional information. ▪ Advising applicants declined for IET Fellowship, which may include advice about appealing the decision.
How this role supports our vision and mission	Fellow Advisors Inspire, Inform and Influence our Practitioner, Academia, Industry and Society audiences by supporting skills, learning and networks and enabling us to connect and develop people.
Period of appointment	Appointment is continuous, as long as the required training remains up to date.
Time Commitment	<p>To ensure currency in the role, you will need to commit to a minimum of five days Fellowship activity per year.</p> <p>You'll also need to attend an initial training session and then a revalidation session every three years.</p>
Appointment method	Complete and submit the Volunteer Form . Once your form has been reviewed you will receive confirmation of your appointment, along with the relevant next steps.

Induction	<p>Upon engagement you will be provided with:</p> <ul style="list-style-type: none"> • All IET Volunteers are required to read/sign our Volunteer Code of Conduct and a set of legislation-related policies and complete a Safeguarding training module. This mandatory activity is undertaken through a web-based e-learning system. • Volunteers' Handbook • Access to IET EngX® online volunteering community
	<ul style="list-style-type: none"> • Other volunteer policies and guidance are provided on IET EngX®
Training	<ul style="list-style-type: none"> ▪ Attendance at a Fellowship Advisor training session, once appointed in the role. ▪ Mandatory revalidation training every three years.
Point of contact	<p>The regular contact for this role will be the Volunteering, Training and Development team</p> <p>Initial enquires about applying for the role can be directed to volunteer@theiet.org</p>

Fellowship Advisor

June 2025