

Volunteering role	Industry Representative
Role synopsis and primary focus	The role of the Industry Representative (IR) is to act as a link between the IET and their organisation, promoting both IET membership and professional registration.
Person requirements	You'll need to be an IET Member and professionally registered with the Engineering Council.
What you can gain from this role	<ul style="list-style-type: none"> ▪ Further develop your teamwork and communication skills. ▪ Positively contributing to the careers and development of other engineers and technicians. ▪ Meet people from different sectors and industries, helping you to build your network and keep up-to-date in the engineering and technology environment. ▪ Volunteering contributes towards your CPD and can be logged as part of your CPD activities
Main duties and responsibilities	<ul style="list-style-type: none"> ▪ Creating awareness and promoting IET membership and professional registration. ▪ Working with the IET Corporate Account Manager to organise professional registration activity within the company. ▪ Encouraging colleagues to gain professional registration with the Engineering Council, through the IET. ▪ Assisting applicants who are applying for professional registration. ▪ Adhering to the IET's data protection policy for volunteers
How this role supports our vision and mission	<p>Professional Registration Industry Representatives Inspire, Inform and Influence our Practitioner, Academia, Industry and Society audiences.</p> <p>This role is inspiring the next generation of engineers and technicians.</p> <p>It's supporting our Engineering Excellence theme by playing a key role in supporting our members to gain registration.</p>
Period of appointment	Appointment is continuous whilst representing your organisation.
Time Commitment	<p>To ensure currency in the role, you will need to commit to a minimum of two days professional registration 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 the Volunteer Form and submit to Registration & Standards Support Unit. 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

	<ul style="list-style-type: none"> • Access to IET EngX® online volunteering community • Other volunteer policies and guidance are provided on IET EngX®
Training	<ul style="list-style-type: none"> ▪ Attendance at a PRA training session, once approved in the role. ▪ Mandatory revalidation training every three years. ▪ Attendance at Registration & Standards Annual conference.
Point of contact	IET staff Registration & Standards Support Unit (RSSU) rssu@theiet.org