

Application for Fellow Membership

1) Introduction

- 1.1 This document provides guidelines on the application process for the award of Fellow of the Institute of Water (FIWater)
- 1.2 Fellow is the highest grade of membership, awarded to people who have served well in an eminent position in the Institute of Water or who have attained an exceptional level of proficiency in their field
- 1.3 Fellow Members are expected to remain active and be committed to supporting the activities of the Institute for years to come
- 1.4 There are two routes through which you can apply to become a Fellow of the Institute of Water:
 - Transfer (if you have been a Corporate Member for 5 years or more); or
 - Direct Entry

2) The assessment process

- 2.1 Applications will be assessed by the Membership and Standards Committee at their next meeting (application closing dates and meeting dates are listed on our website)
- 2.2 Results will be notified within 14 days of the meeting

3) The application process

- 3.1 Application is through the submission of a Personal Statement that provides the details to demonstrate your suitability for the grade of Fellow, together with:
 - Supporting information to show sustained Continuing Professional Development appropriate to this level of membership, in the form of a Professional Development Record covering the past three years and a Development Action Plan;
 - A statement providing clear commitment to support the activities of the Institute;
 - Letters from two Fellows of the Institute of Water or other related Institutions, that confirm the contributions you have made; and
 - The appropriate fee (£30 for Transfer; £60 for Direct Entry)
- 3.2 The Personal Statement should be around 1,500 words (excluding supporting information) and show clearly your career progression since leaving full-time education, with your positions held and personal responsibilities within each role. You should also indicate the level of seniority of your present position.
- 3.3 In order to demonstrate your suitability for the grade of Fellow within the Institute of Water, your Personal Statement should highlight that you have the necessary attributes and achievements. Examples of these are listed in Section 4.0 and, dependent upon the depth and breadth of your achievement, it is expected that you should have reached the levels described in at least one and in most cases more than one of these.

Direct Entry applicants only

- 3.4 A Professional Report of 1,500 words describing a project related to the water industry in which you have played a major role, which is at a level commensurate with the grade of Fellow. The report should clearly indicate your personal role in the development and management of the project and show how it demonstrates your suitability for entry into the Institute at the level of Fellow.
- 3.5 The Professional Report shall be accompanied by a statement from a line manager involved in the project, confirming the accuracy of the information contained in the report.

4) Attributes of a Fellow

- 4.1 Have organisational responsibility for the performance of a significant portfolio of projects including financial outcomes
- 4.2 Have full delegated responsibility for a business or business unit including the management of the organisation to achieve corporate objectives and the creation and use of systems and processes to benchmark, learn and ensure continuous improved performance
- 4.3 Be responsible for, or significantly involved with, the creation of corporate vision and objectives and the development of management organisational structure
- 4.4 Be able to lead marketing and promotional management to clients and market sectors to maximise business opportunities and potential
- 4.5 Be able to demonstrate exceptional leadership skills in your ability to select, motivate and inspire people within their organisation to maximise performance and, through excellent communication skills, achieve recognition from business associates, clients, the media and the public
- 4.6 Be able to demonstrate an acknowledged expertise in a technical subject area
- 4.7 Have played a leading role in the conception and development of new systems or techniques that have advanced the science or practice of water or wastewater management
- 4.8 Have undertaken fundamental or applied research that has advanced the body of scientific and engineering knowledge
- 4.9 Have a significant role in the development or delivery of education and training
- 4.10 Have made a major contribution to the promotion, management or administration of the profession either through the Institute or a similar body
- 4.11 Through your work with public or voluntary bodies have effectively demonstrated the contribution and value of your profession to society