How to apply for professional membership and registration

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About the EI
Who we are

The Energy Institute
We are the professional body for the global energy industry delivering good practice and professionalism across the sector through knowledge and skills development.

- All sectors, from upstream and downstream oil and gas to renewables and demand-side
- All disciplines, from engineers and technicians to environmentalists and energy managers

Our ambition is that energy is better understood, managed and valued.
Where we are

The Energy Institute
We are a truly international organisation with branches, networks and members (both individuals and companies) across the world.

- 13 UK branches
- 7 international branches
- 7 Young Professionals Networks (YPNs)

https://www.energyinst.org/ei-near-me/
Professional recognition – why it’s worth it
Why apply?

Benefits of professional recognition

Advance your career

• Shows employers you have the competence, expertise and work ethic required
• Helps you to stand out in a very competitive industry
• External validation
• Possible higher salaries
Why apply?

Benefits of professional recognition

Greater influence within industry

• Internationally recognised titles
• Unlocks new opportunities
• Mark of your commitment to professionalism and best practice in energy
“Being a member of the Energy Institute has given me the opportunity to progress in my career and has allowed me to look at management roles within the energy section.”

“It has gotten me more global and socio-professional recognition since I was elected, as well as visibility within my niche.”

“Having the MEI title reinforces the knowledge you possess and the content you are able to produce. It reassures clients and lends an air of respectability on audits delivered.”
Membership grades
# EI introductory membership grades

<table>
<thead>
<tr>
<th>Membership Grade</th>
<th>Description</th>
<th>Join Online</th>
<th>No Assessment</th>
<th>Immediate Access to Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student</strong></td>
<td>For those who are studying at undergraduate, postgraduate or PhD level, or are on an apprenticeship</td>
<td>Join online</td>
<td>No assessment</td>
<td>Immediate access to benefits.</td>
</tr>
<tr>
<td><strong>Associate (AMEI)</strong></td>
<td>For those who are committed to working towards professional membership and gaining professional qualifications in energy</td>
<td>Join online</td>
<td>No assessment</td>
<td>Immediate access to benefits.</td>
</tr>
<tr>
<td><strong>Affiliate</strong></td>
<td>For those who work in, or have a general interest in energy, and would like to keep up to date</td>
<td>Join online</td>
<td>No assessment</td>
<td>Immediate access to benefits.</td>
</tr>
</tbody>
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## EI professional membership grades

<table>
<thead>
<tr>
<th>Fellowship (FEI)</th>
<th>Member (MEI)</th>
<th>Technician Member (TMEI)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highest grade of membership for leaders and influencers in energy; driving profession</td>
<td>For experienced, competent professionals working in energy</td>
<td>For energy professionals who make things work at ground level</td>
</tr>
<tr>
<td>Management responsibilities at a senior level</td>
<td>Responsible role requiring use of professional judgement and expertise</td>
<td>Solving practical, technical problems; may be guiding/supervising others</td>
</tr>
<tr>
<td>Advanced knowledge of energy sector</td>
<td>Broad knowledge of energy sector</td>
<td>Good knowledge of energy sector</td>
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The membership journey

Student member

Associate Member (AMEI)

Professional / Incorporated / Chartered member
Professional membership grades and additional registrations

Professional membership grades
- Fellow (FEI)
- Member (MEI)
- Technician Member (TMEI)

Registered titles awarded under licence
- Chartered Engineer (CEng)
- Incorporated Engineer (IEng)
- Engineering Technician (EngTech)
- Chartered Environmentalist (CEnv)

Chartered titles unique to the EI
- Chartered Energy Engineer
- Chartered Petroleum Engineer
- Chartered Energy Manager
Professional Registrants route to MEI and TMEI

• Specifically for those who are
  ➢ already registered as a Chartered Engineer, Incorporated Engineer or Chartered Environmentalist (EngTech for TMEI)
  ➢ currently working in energy and have a track record of working in responsible roles in the energy sector
• Quicker, streamlined route – Application form, CV, photo ID and overview of experience in energy
• No application fee
Application requirements
How to apply

1. Download application pack from www.energyinst.org

2. Read the guidance notes first (both sets)

3. Complete Part A

4. Complete Part B

5. Proofread and sponsor checks

6. Send your completed application to professionals@energyinst.org
How to apply

What do you need to submit?

**Part A**
- Application form
- Two sponsor references
- Professional Development Review (PDR)
- CPD record
- Organisational chart
- Copies of academic certificates & photo ID
- Application fee

**Part B**
- Competence grid
  - One for each grade you are applying for
Five core competences to demonstrate in your PDR and competence grid

A  Knowledge and understanding
B  Application to practice
C  Leadership and management
D  Communication and interpersonal skills
E  Commitment to professional standards
# Example of competence grid

B Apply appropriate theoretical and practical methods to the analysis and solution of energy-engineering problems.

<table>
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<tr>
<th>Competence</th>
<th>Examples of how you meet this competence:</th>
</tr>
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</table>
| B1 | Identify potential projects and opportunities.  
This could include an ability to:  
- Establish and help develop solutions to meet users’ requirements  
- Consider and implement new and emerging technologies  
- Enhance engineering practices, products, processes, systems and services  
- Use own knowledge of the employer’s position to assess the viability of opportunities. |
| B2 | Conduct appropriate research, and undertake design and development of engineering solutions.  
This could include an ability to:  
- Identify and agree appropriate research methodologies  
- Allocate and manage resources  
- Develop the necessary tests  
- Collect, analyse and evaluate the relevant data  
- Undertake engineering design  
- Prepare, present and agree design recommendations, with appropriate analysis of risk, and taking account of cost, quality, safety, reliability, appearance, fitness for purpose, security, intellectual property (IP) constraints and opportunities, and environmental impact. |
PDR and Grid - Do’s and don’t’s

**Do’s**

Do write in the first person
Do include a good level of detail and relevant facts & figures
Do try to pick different examples in the grids
Do include supplementary information but only if it’s relevant

**Don’t’s**

Don’t forget to proofread
Don’t submit your CV instead of a PDR
Don’t plagiarise
Don’t leave any gaps in the grid
Don’t go well over or under the advised word count
Assessment process
Assessment process

- Initial review by EI membership team
- Formal review by EI Membership Panel
- Applications assessed by Panel members who have similar specialism
- Feedback and opportunity to address shortfalls
- Process takes 3-4 months minimum
- Interviews mandatory for professional registrations
- Remote interviews possible

Next application deadline
02 November 2020
Interview process

- 45-75 minutes
- Discussion about your application, relevant knowledge and competence
- No exam or presentation
- Applicant informed of result after feedback provided to EI’s Membership Panel
Professional registrations – a whistle stop tour
Interim Registration

- For those intending to apply for CEng, IEng or EngTech registration.

- Mandatory for those who do not hold accredited qualifications, either by the Engineering Council, or under an international agreement.

- Download and complete application form listing qualifications, which are then checked by EI staff.

- Accredited qualifications?

  YES
  Interim Registration awarded.

  NO
  Complete paperwork to demonstrate you meet the criteria. Reviewed by ICP Panel.

  Foundation technical knowledge skill and understanding (Interim registration)

  +

  Professional competence and commitment
Chartered Engineer (CEng)

Profile

Chartered Engineers work in responsible roles which require new ideas and innovation. As a Chartered Engineer in energy you will often be developing solutions to engineering problems using new or existing technologies, through innovation, creativity and change. You may have technical accountability for complex systems with significant levels of risk and you will often be involved in technical or commercial leadership, requiring effective interpersonal skills.

You will need to show that you have appropriate high level technical knowledge in engineering, the know-how to apply it, and understand your responsibilities as a professional.
Chartered Engineer (CEng) – Educational standard

A Bachelors degree, with Honours, in engineering or technology, accredited for CEng, plus an appropriate and accredited Masters degree or Engineering Doctorate (EngD), or appropriate further learning to Masters level

Or an accredited integrated MEng degree
Incorporated Engineers are typically involved in managing and maintaining applications, working with current and developing technologies. As an IEng in energy, you could be involved in a range of types of work - engineering design, development, manufacture, construction or operation. Whatever your role, you’ll have both general and specialised engineering knowledge, be able to apply existing and new technologies in energy and have the know-how to apply the appropriate theoretical and practical methods in the workplace.

You will need to show that you have appropriate foundation technical knowledge in engineering, the know-how to apply it, and understand your responsibilities as a professional.
Incorporated Engineer (IEng) – Educational standard

An accredited Bachelors or honours degree in engineering or technology

or a Higher National Diploma or a Foundation Degree in engineering or technology, plus appropriate further learning to degree level

or an NVQ4 or SVQ4 which has been approved for the purpose by a licensed professional engineering institution, plus appropriate further learning to degree level
Engineering Technician (EngTech)

Profile

Engineering Technicians apply proven techniques and procedures to the solution of practical energy engineering problems. They may contribute to the design, development, manufacture, commissioning, decommissioning, operation or maintenance of products, equipment, processes or services and will have supervisory or technical responsibility.

They have the experience and know-how to work effectively and creatively within defined fields of energy technology.
Engineering Technician (EngTech) – Educational standard

An Advanced/Modern Apprenticeship or other work-based learning programme approved by a licensed professional engineering institution

Or a qualification, approved by a licensed professional engineering institution, in engineering or construction set at level 3 (or above) in the Qualifications and Credit Framework/National Qualifications Framework for England and Northern Ireland; or at level 6 (or above) in the Scottish Credit and Qualifications Framework; or at level 3 (or above) in the Credit and Qualifications Framework for Wales
To summarise

For all three engineering titles CEng, IEng & EngTech you will need to

- Meet the educational standard
  Interim registration if qualifications are not accredited
- Have relevant practical experience in energy sector
- Abide by EI Code of Conduct
- Commit to maintaining your CPD
- Join as / already be a professional member of the EI

- Choose either Chartered Energy Engineer or Chartered Petroleum Engineer (when applying for CEng)
Chartered Energy Manager

Profile

Chartered Energy Managers are experienced professionals who manage energy in an organisation and make sure that it is used efficiently. They provide advice on developing and implementing energy efficient policies.

They are not only energy experts, with wide ranging knowledge of complex issues; they are proficient communicators and change managers, helping others understand the potential of energy efficient practice, and influencing organisation policy.
Chartered Energy Manager

For Chartered Energy Manager you will need to:

• Have relevant practical experience
• Abide by EI Code of Conduct
• Join as a professional member

*In the UK, Chartered Energy Managers are also eligible to apply to become Lead Assessors for the purposes of the Energy Saving Opportunity Scheme (ESOS)
Chartered Environmentalists are professionals concerned with the environmental impacts and implications of plans, strategies and actions. They work to mitigate and solve environmental challenges in energy, and to promote sustainability.

They can be involved a range of sectors, leading teams and departments, advising government or working as hands on practitioners. They use their specialist knowledge and broader environmental understanding to apply sustainable thinking throughout their daily working life.
Chartered Environmentalist (CEnv)

For CEnv you will need:

- Relevant Masters degree or equivalent
- Relevant practical experience
- Abide by EI Code of Conduct
- Abide by SocEnv Code of Ethics
- Join as a professional member
Next steps…
Next steps...

- Join and make use of the benefits and resources
- Sign up to an EI webinar/online event, learn and network, update your CPD
- Download application pack and study guidance
- Is there an educational requirement? Check your qualifications
- Have a close look at the required competences – do a gap analysis exercise
- Get started!
Help is at hand

- **Read the guidance notes** – You have application guidance, CPD guidance and PDR/competence grid guidance all at your fingertips.

- **Talk to your sponsors** – Part of their role is to ensure your application meets the standard. They are vouching for your suitability and they have often been through the process themselves.

- **Contact the EI** – The EI membership team can be reached at professionals@energyinst.org or on +44 (0)20 7467 7100.
Thank you.

Questions?