Journey to Fellowship (CFIOSH)

Professional Development Virtual Event
IOSH UAE Branch
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Mics will be muted

You may turn your camera on/off

Turn your view to speaker view

You may also type your question/feedback into the chat box

Only 1 speaker at a time

Meeting will be locked after 20 minutes
Agenda for the PD Event

- IOSH UAE branch - Professional Development team and focus.
- What is CFIOSH & Why become CFIOSH
- Steps for fellowship, eligibility, building portfolio
- Fellowship Portfolio submission process
- CPD as best practice, fellowship Interview & presentation
- CFIOSH support and tools.
- Session close & Photo
- Q & A session.
Chartered Fellowship

What is CFIOSH?

- It is the highest category of membership
- A Chartered Fellow acts as an ambassador for health and safety
- It signifies an outstanding contribution to the health and safety profession
Why become a Chartered Fellow?

- You want to develop others continually in health and safety outside of work
- You want to reach the pinnacle of your career
- You have a desire and a passion for your chosen profession
- You want to promote the benefits of good health and safety practices outside of work
- You want to promote IOSH as the leading health and safety organisation
Eligibility to apply for Chartered Fellowship

- Chartered member for five years or more
- Demonstrating best practice CPD
- Outstanding contribution to the discipline and profession of health and safety
Journey to Chartered Fellowship

1. Check your eligibility with IOSH
2. Question yourself – have you gone above and beyond within the OSH profession?
3. Ensure your CPD is best practice
4. Build a portfolio of your outstanding contribution – guidance provided by IOSH
5. Complete a Fellowship interview at The Grange in Leicester
Step 1: Notify IOSH

Notify IOSH through email (professional.development@iosh.com) that you would like to submit your portfolio for Fellowship.

IOSH will send you the following documents.

- Chartered Fellowship reference document and guidance notes.
- Appendix 1 – Paper 4 Fellowship Guidance for Portfolio
- Appendix 1- Paper 1 Fellowship application

Documents and guidance notes are also available at https://www.iosh.co.uk/VP/Home/Supporting-you/Mentor-scheme/Becoming-a-fellow.aspx
Building your Fellowship portfolio

A contents page → CV, details of your current employment → Job title, job description, roles and responsibilities → An organisational chart

An organisational chart → National awards and citations → Academic and/or professional attainments → Relevant past employment → Main body: my application for Fellowship

Main body: my application for Fellowship → References
Step 2: Build your portfolio

A contents page (Sample content page)
Step 2: Build your portfolio

Your CV.

CV shall include following details:

- Current employment.
- Job title, job description, roles and responsibilities.
- Organization chart.
- Relevant past employment.
- Academic and/or professional attainments.
- National awards and citations.
Step 2: Build your portfolio

Main body

• A short account of how you first become involved in occupational safety and health.
• Details of any professional bodies, consultative committees or working parties you’ve participated in.
• Details of offices you’ve held in IOSH, at national or branch level.
• Your interests and activities in occupational safety and health, outside your normal job description or employment, including work for local community or voluntary organizations.
• Details of original research in OSH, published works, papers, patents, lectures or significant presentations you’ve given.
Step 2: Build your portfolio

Main body
• An explanation of how you’ve actively promoted occupational safety and health.

• Any other evidence of involvement in OSH outside of your work environment.

• Your views on the benefits of Fellowship and how being a Chartered Fellow will help you contribute to our objectives.

Summary
• What makes your contribution outstanding.
Portfolio criteria

- Demonstration of leadership and engagement
- Evidence of mentoring others through the health and safety professional
- Demonstration of specialised knowledge or expertise to a high level
- IOSH involvement
- Contribution to research and development
- Use of your professional skills outside your paid role
- References

Think about how you present the complete application
Step 3: Referees

References to be submitted with your Fellowship application. Make sure that:
- the reference is clear to read
- family members are not used as referees
- the references support your contributions

Reference 1 may come from a Chartered Fellow of IOSH or a Fellow of another professional body or a CEO/Director

Reference 2 may come from a Chartered Fellow or Chartered Member of IOSH or a Chartered Member of another professional body
Step 3: Fellowship Referees

References will be on;

- Your services to local, national or international professional committees.
- Your involvement in the development of occupational safety and health at any level.
- Your influence in developing the careers of others, including less experienced OSH professionals.
- Your researches, development and application of original work or expertise in OSH.
- Highly specialized knowledge or responsibility in OSH, and published work or relevant technical presentations.
- Your involvement in promoting OSH outside your normal work, including activities begun as a work requirement that you have taken beyond that requirement.
Step 4: Submission

- Email the scanned copy of portfolio, references to IOSH and pay GBP 50 application fee
- Once we have received the application we will check the references
- Application and portfolio will be sent to a review board
- Assessment can take up to four weeks
- You will be advised by email the result of the review
- CPD audit
- Offer of interview
CPD as a best practice

- Development plan for next 6-12 months.
- Minimum 6 activities per year.
- Reflective statement for each activity entered.
- Focus on transferrable management skills.
Step 5: Fellowship Interview

Interview location

**Members based in the UK:**
IOSH, The Grange, Leicester, LE18 1NN

**Non-UK Members:**
Meetings can be held online via ‘Zoom’ meetings (video call)
The Peer Review Interview

Interview day

Who will be there?
- An IOSH representative will be present
- Three Chartered Fellow volunteers and occasionally a Trainee Panel Member
- What will the interview consist of?
- A 10-minute presentation
- The panel will select questions to explore further your portfolio and presentation
- The panel will probe you to expand on your contributions
Presentation

The presentation will be summary points of your portfolio

How you have developed and promoted IOSH and health and safety outside of your place of work?

- Your outstanding contributions
- How you have made a difference?
- Why do you want to be a Fellow?

Please keep your presentation to a maximum of 10 minutes
Tips for successful CFIOSH application

- Refer the fellowship portfolio development guidance and reference document. Prepare your portfolio based on these requirements.

- Start building your portfolio referring to your CPD dairy and development plans.

- Portfolio should highlight how it has changed and improved you.

- Reflection on what is achieved including bad experiences.

- Demonstrate your qualities, character, reputation and value to the HSE profession.
Tips for successful CFIOSH application

- Presentation and report writing + portfolio reviewed by mentors
- Focus on Fellowship portfolio criteria’s
- Involvement with IOSH and plans for future contribution / involvements.
- Demonstrate OHS leadership and engagement process.
- Demonstrate that you’ve made an outstanding contribution
Tips for Fellowship interview

- Send a copy of your presentation to IOSH in advance.
- Keep your portfolio for reference.
- Share your presentation on screen
- Keep your mobile charged. Be prepared for telephonic & zoom web-based video chat.
- Zoom link and internet problems.
- Ask to repeat if you haven't understood the question.
CFIOSH Success, Support and tools.


- Case studies of CFIOSH Members.

- Journey to fellowship - IOSH Webinar

- Membership & PD team support – UK and UAE

- Other CFIOSH members.
Any questions?

Contact the Professional Development Team
Call +44 (0) 116 2573200
or email professional.development@iosh.com
or IOSH UAE Professional Development Team