

## **Introduction:-**

This role aims to increase professional competence amongst Members of The Welding Institute through support and registration of applications for membership. Interviewers normally conduct 2 Professional Review (PRI) interviews each year. Interview outcomes are reported to the Membership, Education and Registration Committee (MERC) which meets 4 times each year. Interviews are normally held at TWI premises in the UK (Cambridge, Middlesbrough, Aberdeen and Sheffield) Interviews are undertaken by two Professional Members, one of whom will chair the interview.

## **Benefits:-**

Continuing professional development including project and personal management skills  
Acquisition of transferable skills.  
Development of job knowledge  
Opportunities to develop and expand personal networks and contacts

## **Responsibilities:-**

To provide evaluation, guidance and advice on oral interviews in support of applications  
To challenge and endorse the work of applicants in order to strengthen the content and quality of applications  
To liaise with the Membership Office to improve the process and outcomes for applicants  
To monitor and promote high professional standards as an endorsement of The Institute's credentials.  
To champion the recruitment and retention of members

## **Role requirements:-**

Knowledge of engineering, with specialist knowledge if possible.  
Practical and significant work place experience in engineering  
Understanding of the role and functioning of partner organisations e.g. Engineering Council, Skills Development Agencies, STEM  
Understanding of evaluation and auditing techniques in relation to professional development.  
Understanding of the work of The Welding Institute and TWI Ltd as different but complimentary organisations  
Knowledge and understanding of the application process for registration  
Membership of The Welding Institute

## **Personal attributes:-**

Experience of coaching, mentoring, training and developing staff  
Experience of conducting professional interviews in the workplace  
Ability to listen and encourage individuals from a broad range of backgrounds  
Ability to communicate clearly and effectively through written and spoken media  
Ability to objectively and impartially represent The Institute's aims and objectives  
Ability to use and to have access to Skype and electronic document management technology.  
Ability to demonstrate empathy, diplomacy, professional and ethical conduct  
Understanding of the work of the Welding Institute's committees and panels

## **Practicalities:-**

The Term of Office for this position is 2 years  
Volunteers will be reimbursed for reasonable out of pocket expenses - See the Volunteers Guidance leaflet, 'Get involved!'  
All volunteers are expected to act in accordance with the Institutes Code of Conduct.

## **Appointment Process**

To become a PRI Volunteer, applicants need to be a Member of the Institute and preferably hold professional Membership to a minimum of EngTech  
Volunteers will be asked to undertake a short training programme involving a 2 hour formal training session followed by some private study and job shadowing. On satisfactory completion of the training programme, volunteers are appointed for 2 years. Appointment can be extended on successful completion of refresher training and assessment.

If you'd like to *Get Involved* contact us at  
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